



City of Palo Alto
Department of Planning and Community Environment

DATA SUMMARY SHEET

**CD COMMERCIAL DOWNTOWN DISTRICT
ZONE PLAN CHECK WORKSHEET**

PROJECT ADDRESS: _____
APPLICANT: _____ **PHONE:** _____
OWNER: _____ **PHONE:** _____

DATE SUBMITTED: _____ **DATE ZONE CHECKED:** _____
DATE NOTICE OF INCOMPLETE SENT: _____ **DATE RVSD DWGS RCVD:** _____

SCOPE OF PROJECT: _____

PROPOSED USE CATEGORY: _____ **SEE PAMC, SECTION 18.41.030 & .040**
(Circle one)

PERMITTED **CONDITIONAL** **GRANDFATHERED** **LEGALLY NONCONFORMING**
(Attach supporting documentation)

OCCUPANCY GROUP (S) PER UBC: _____
TYPE OF CONSTRUCTION PER UBC: _____

- | | | | |
|---|-----|----|--|
| ADJACENT TO SCVWD P.O.W. OR ANY CREEK? | yes | no | (If yes: need SCVWD route & approval) |
| ADJACENT TO STATE HIGHWAY? | yes | no | (If yes: need Caltrans route & approval) |
| PAST VARIANCE? | yes | no | (If yes: describe in Project Description Letter) |
| PAST USE PERMITS? | yes | no | (If yes: describe in Project Description Letter) |
| STANFORD PROPERTY? | yes | no | (If yes: need Stanford approval) |
| SPECIAL FLOOD ZONE? | yes | no | (If yes: need Public Works approval) |
| HISTORIC INVENTORY LIST? | yes | no | (If yes: need HRB approval) |
| HAZARDOUS MATERIALS? | yes | no | (If yes: need Fire Dept. approval) |
| NOISE ISSUES? | yes | no | (If yes: describe in Project Description Letter) |
| CLEANUP SITE? | yes | no | (If yes: need letter from state agency or responsible party and consultant saying project plans won't interfere with investigation on-going remediation) |
| PROJECT 5 ACRES OR MORE? | yes | no | (If yes: need Regional Water Quality Control Board storm water run-off permit) |
| HOUSING MITIGATION? | yes | no | (If yes: fees may be required if proposed project exceeds 20,000 sf or if any housing is being removed) |

BLOCK MAP:

Book # _____ Page # _____ (Block Map available at the City of Palo Alto Development Center)
Distance from sidewalk to PL: _____

Underlying lot lines? yes no (If yes: need to merge, Contact Public Works)
Easements yes no (If yes: show on site plan)

ZONE MAP:

Page # _____

(Zone Map available at the City of Palo Alto Development Center.)

PAMC
18.49.040

SPECIAL SITE CONDITIONS

SPECIAL REQUIREMENTS

In addition to CD site development regulations

| | | | | |
|--------|--|-----|----|--|
| (f) | Site abuts or within 150' of an RE, R-1, R-2, RM, or any applicable PC site | yes | no | (If yes: 1. Use additional site development and design regulations 2. Height limit shall not exceed that of the most restrictive residential zone within 150'. 3. 10'-0" minimum interior yard 4. 5'-0" to 8'-0" high solid wall or fence constructed and maintained) 5. See additional regulations, PAMC Section 18.64 |
| (f)(3) | Site is opposite from RE, R-1, R-2, RM, or applicable PC site and separated by a street, alley, creek, drainage facility, or open area | yes | no | (If yes: 1. 10'-0" minimum yard 2. Landscape screen to be planted and maintained excluding areas required for access to the site) |
| (f)(4) | Sites share common blockface with RE, R-1, R-2, RM, or applicable PC site | yes | no | (If yes: 1. Minimum street setback equal to the residentially zoned setback for 150' from the single-family or multiple-family development) |
| | Is project site in the CD-C, CD-S, or CD-N district | yes | no | (If yes: use Site Development Regulations for specific district) |
| | Does outdoor activity exceed gross building floor area on site | yes | no | (If yes: requires a conditional use permit) |

CD Subdistrict: (circle one)

CD-C see additional regulations in the CD-C Subdistrict, PAMC 18.49.070

CD-S see additional regulations in the CD-S Subdistrict, PAMC 18.49.080

CD-N see additional regulations in the CD-N Subdistrict, PAMC 18.49.090

LOT AREA: _____sf

See PAMC, Section 18.49.060

Distance from sidewalk to PL: _____ drawings are: *correct* *incorrect*
 Lot Dimensions: L: _____ W: _____ drawings are: *correct* *incorrect*
 Easements: _____ drawings are: *correct* *incorrect*

SETBACKS:

See PAMC, Section 18.49.060 & 18.49.040(f), if applicable, & applicable subdistrict regulations

Special: _____

| | Required: | Proposed: |
|----------------|-----------|-----------|
| Front yard: | _____ | _____ |
| Rear yard: | _____ | _____ |
| Interior side: | _____ | _____ |
| Interior side: | _____ | _____ |
| Street side: | _____ | _____ |

WALLS, FENCES, AND LANDSCAPING:

See PAMC, Section 16.24

| | Required: | Proposed: |
|----------------|-----------|-----------|
| Front: | _____ | _____ |
| Rear: | _____ | _____ |
| Interior side: | _____ | _____ |
| Street side: | _____ | _____ |

None proposed

REGULATED TREES:

| | | |
|--|-----|----|
| Has a Tree Disclosure Statement been completed? | yes | no |
| Are street trees shown? | yes | no |
| Are new driveway/ utilities 10' clear from street tree? | yes | no |
| Are Protected Trees with dripline canopy shown on plans? (Arborist report needed if disturbance is within dripline) | yes | no |



DAYLIGHT PLANE

See applicable subdistrict regulations

Include daylight plane calculations on plans at building elevations and section drawings

Building meets regulations?

| | | |
|-------------|-----|----|
| Rear: | yes | no |
| Left side: | yes | no |
| Right side: | yes | no |

Not applicable



FLOOR AREA

See PAMC, section 18.49.060

Cannot exceed 5,000 gross square feet of medical, professional, or general business or administrative office uses in either a CD-S or CD-N subdistrict

Allowable: _____ x lot area = _____ square feet
 Total Proposed: _____ square feet = _____ %
 Maximum square feet per UBC: _____ Proposed: _____

Basement Use: _____ area
 Existing: _____ sqft
 To be removed: _____ sqft
 New: _____ sqft
 Exempt: _____ sqft

3rd Floor Use: _____ area
 Existing: _____ sqft
 To be removed: _____ sqft
 New: _____ sqft
 Exempt: _____ sqft

Net proposed: _____ sqft

Net proposed: _____ sqft

1st Floor Use: _____ area
 Existing: _____ sqft
 To be removed: _____ sqft
 New: _____ sqft
 Exempt: _____ sqft

4th Floor Use: _____ area
 Existing: _____ sqft
 To be removed: _____ sqft
 New: _____ sqft
 Exempt: _____ sqft

Net proposed: _____ sqft

Net proposed: _____ sqft

2nd Floor Use: _____ area
 Existing: _____ sqft
 To be removed: _____ sqft
 New: _____ sqft
 Exempt: _____ sqft

Exemptions to Floor Area: list appropriate PAMC section(s) for each exemption used

Net proposed: _____ sqft



HEIGHT

See applicable subdistrict regulations

Allowable: _____ feet
Proposed: _____ feet

(see Special Site Conditions for applicable height restrictions)



PARKING

See PAMC, Section 18.49.100 & 18.83.050(c)

Non Residential

| | | |
|---------------|---------------------|-------------------------|
| Proposed Use: | Area: | Ratio: |
| _____ | _____ sf @ 1 space/ | _____ sf = _____ spaces |
| _____ | _____ sf @ 1 space/ | _____ sf = _____ spaces |
| _____ | _____ sf @ 1 space/ | _____ sf = _____ spaces |
| _____ | _____ sf @ 1 space/ | _____ sf = _____ spaces |
| _____ | _____ sf @ 1 space/ | _____ sf = _____ spaces |
| _____ | _____ sf @ 1 space/ | _____ sf = _____ spaces |
| _____ | _____ sf @ 1 space/ | _____ sf = _____ spaces |
| _____ | _____ sf @ 1 space/ | _____ sf = _____ spaces |
| _____ | _____ sf @ 1 space/ | _____ sf = _____ spaces |

TOTAL = _____ spaces

Residential

| | | |
|---------------------|--|----------------------|
| Proposed Use: | Required: | Proposed: |
| Studio | 1.25 spaces/ unit | _____ = _____ spaces |
| 1 Bedroom | 1.5 spaces/ unit | _____ = _____ spaces |
| 2 Bedroom or Larger | 2 spaces/ unit (at least 1 covered) | _____ = _____ spaces |

TOTAL = _____ spaces

NET TOTAL = _____ spaces

| | | |
|------------------------|----------|----------|
| | Required | Proposed |
| % Compact/ Standard | _____ | _____ |
| Handicap Spaces | _____ | _____ |
| Loading Zones | _____ | _____ |
| % Interior Landscaping | _____ | _____ |
| Perimeter Landscaping | _____ | _____ |
| No. Interior Trees | _____ | _____ |
| No. Total Trees | _____ | _____ |

Parking Assessment District:

