



City of Palo Alto
Department of Planning and Community Environment

DATA SUMMARY SHEET

**CS SERVICE COMMERCIAL DISTRICT
ZONE PLANCHECK 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 18.45.030 & .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)

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.)

<u>PAMC</u>	<u>SPECIAL SITE CONDITIONS</u>			<u>SPECIAL REQUIREMENTS</u>
18.45.070				In addition to CS site development regulations
(a)(1)	Exclusive Residential Use and Mixed Use	yes	no	(If yes: use RM-30 site development regulations and project requires major site & design review; See 18.24, 18.28, & 18.82 for regulations and guidelines)
(a)(2),(b)	Exclusive Nonresidential Use and <u>not</u> within 150' of an RE, R-1, R-2, RM, or applicable PC site	yes	no	None
(a)(2),(b)(1)	Exclusive Nonresidential Use but within 150' of an RE, R-1, R-2, RM, or applicable PC site	yes	no	35'-0" maximum height. See 18.45.070 (b)(1) for more information. Also see 18.64 for additional regulations.
(a)(2),(b)(1)	Exclusive Nonresidential Use but abuts an RE, R-1, R-2, RM, or applicable PC site	yes	no	(If yes: <ul style="list-style-type: none"> 1. 10'-0" minimum interior yard 2. 5'-0" to 8'-0" high solid wall or fence to be constructed and maintained 3. Landscape screen to be planted and maintained)
(a)(2),(b)(3)	Exclusive Nonresidential Use that is opposite from an 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: <ul style="list-style-type: none"> 1. 10'-0" minimum yard 2. Landscape screen to be planted and maintained excluding areas required for site access)
(a)(2),(c)	Exclusive Nonresidential Use but shares one or more lot lines with an RE, R-1, R-2, RM, or applicable PC site	yes	no	(If yes: daylight plane of 10'-0" up @ PL and 1:2 slope along common PL. <u>Exception:</u> where gross floor area, excluding parking, is at least 60% residential, the daylight plane <u>and side yard</u> requirements of the most restrictive abutting residential site may be applied)

The Palo Alto Municipal Code is available via the Internet at www.city.palo-alto.ca.us

LOT AREA: _____sqft

See PAMC, Section 18.45.050

Distance from sidewalk to PL: _____
Lot Dimensions: L: _____ W: _____
Easements: _____

drawings are: *correct incorrect*
drawings are: *correct incorrect*
drawings are: *correct incorrect*

SETBACKS:

For Exclusively Non-residential use:
For Residential use:

See PAMC, Section 18.45.050 & 18.45.070(b)
See PAMC, Section 18.24.050

Special Setbacks: yes no
(If yes: Front _____ Rear _____ Left side _____ Right side _____)

<u>First Floor</u>	<u>Required</u>	<u>Proposed</u>
Front:	_____	_____
Rear:	_____	_____
Interior side:	_____	_____
Interior side:	_____	_____
Street side:	_____	_____

WALLS, FENCES, AND LANDSCAPING

See PAMC, Section 16.24

	<u>Required</u>	<u>Proposed</u>
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?	yes	no
(Arborist report needed if disturbance is within dripline)		



LOT COVERAGE:

See PAMC, Section 18.24

Required for Residential uses

Allowable: _____ sf = _____ %

Proposed: _____ sf = _____ %



PARKING:

See PAMC, Section 18.45.060 and 18.83(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
_____	_____ 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:
