

CITY OF ORLAND

815 Fourth Street
Orland, CA 95963
530.865.1600
530.865.1632 (fax)

**SITE PLAN REVIEW REQUIREMENTS FOR
“C-1”, “C-2”, “C-H”, “M-L”, and “M-H” Zoning Districts**

1. Prior to application for a Building Permit, the Applicant shall submit to the City of Orland a complete site plan and all other documentation necessary for review by the City to ensure compliance with all of the requirements of the Orland Municipal Code.
2. The “Site Plan” shall contain the following information in order that a complete evaluation may be made by the City:
 - A. The “Site Plan” shall be drawn to scale (on a sheet of paper 11” x 17” or larger) large enough to give all information legibly; Applicant shall submit twenty-five (25) copies. The City may require additional copies if necessary).
 - B. Name, address, and telephone number of property owner, applicant and agent.
 - C. Current Glenn County Assessor’s Parcel Number (APN).
 - D. Property dimensions and acreage.
 - E. North arrow and scale. Lettering shall be right side up with North arrow at the top of the page (see attached sample Site Plan).
 - F. Names of all adjoining streets or roads, width of City road right-of-way, location of center of road.
 - G. All existing and proposed buildings and structures including all locations from property lines, square footage, size and height, and distances from existing and proposed buildings and structures.
 - H. Hardline drawings of building elevations, showing all sides of the proposed building(s) as they will appear upon completion, including proposed colors and materials, screening details for mechanical equipment, and building height.
 - I. Fully dimensioned floor plans showing the proposed use of each area, and all corridors, doorways and restrooms.

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- J. Existing and proposed walls and fences including location, height and construction materials.
- K. Proposed use or type of business.
- L. All signs and their location(s), size(s), height(s), material(s) and lighting. All signs shall comply with Chapter 17.78, Sign Ordinance, of the Orland Municipal Code.
- M. Off-street parking and loading area(s) locations, number of spaces and dimensions of parking spaces and parking area, internal circulation pattern and type of paving.
- N. ADA required parking spaces: locations, ramps, number of spaces and dimensions of parking spaces. Note: One (1) ADA parking space, van accessible is required for every 25 parking spaces.
- O. Pedestrian, vehicular, and service access, and points of ingress and egress.
- P. Landscaping and Irrigation Plan showing location, spacing and size of landscape materials, a list of proposed species, including the common botanical name. Street trees and existing on-site trees shall also be shown and identified. Existing trees to be removed or retained shall also be shown and identified. Landscaping shall be in conformance with Chapter 17.76, General Use and Design Requirements, of the Orland Municipal Code.
- Q. Lighting locations and details, hooding devices.
- R. Required street dedications, and improvements.
- S. Location and nature of utilities.
- T. Drainage patterns and structures.
- U. Location of all US Bureau of Reclamation facilities (canals, laterals, etc).

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3. A written statement explaining why the establishment, maintenance or operation of the use of building applied for will not, under the circumstance of the particular case, be detrimental to the health, safety (including traffic safety, peace, morals, comfort and general welfare) of persons residing or working in the neighborhood of such proposed use, or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City of Orland.
4. Please submit twenty-five (25) copies of the Site Plan for review. One copy will be returned to you following review. A sample Site Plan is attached.
5. **FILING FEE: \$390.00**

Note: The Filing Fee is based on four (4) hours of the City Planner's time (\$50.00/hour) and two (2) hours of the City Engineer's time (\$95.00/hour). If the Site Plan requires additional time, then the applicant shall be invoiced for the additional cost at the same hourly rate as listed above for the City Engineer and the City Planner.

DECLARATION UNDER PENALTY OF PERJURY
(Application SHALL be signed by the Property Owner and the Applicant)

I am (we are) the owner(s) and/or applicant(s) of property involved in this application, and I (we) have completed this application and all other documents required.

I am (we are) the owner(s) and/or applicants of the property consenting to the preparation and submission of this application.

I (we) also shall agree to abide by the conditions of approval as issued by the Planning Commission.

I (we) declare under penalty of perjury that the foregoing is true and correct.

The property owner(s) and/or applicant(s) by signing this application, shall be deemed to have agreed to defend, indemnify, release and hold harmless the City, its agents, officers, attorneys, employees, boards and commissions from any claim, action, or proceeding brought against any of the foregoing individuals or entities, the purpose of which is to attack, set aside, void, or null the approval of this development entitlement or approval or certification of the environmental document which accompanies it, or to obtain damages relating to such action(s). This indemnification agreement shall include, but not be limited to damages, costs, expenses, attorney fees or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the approval of the entitlement, whether or not there is concurrent passive or active negligence on the part of the City.

Property Owners(s):

Print Name

Signature

Date

Print Name

Signature

Date

Applicant(s):

Print Name

Signature

Date

Agent:

Print Name

Signature

Date