

CITY OF COMMERCE

Economic Development and Planning Department



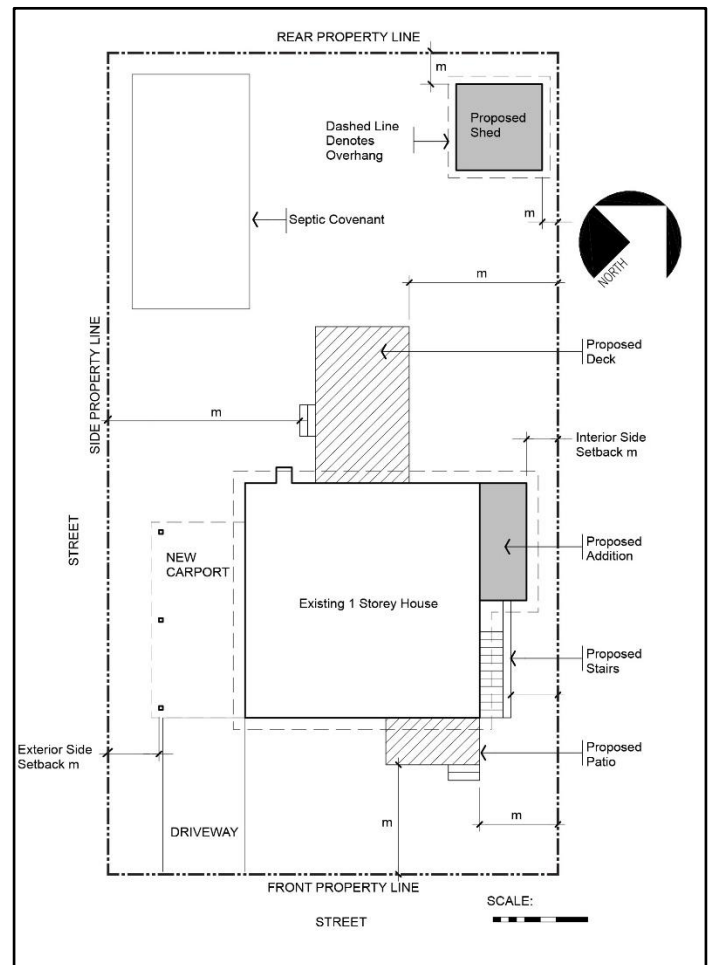
SITE PLAN

A site plan identifies buildings and other features in relation to property boundaries. The site plan should identify your existing structures (ie. dwellings, garages, sheds, decks) and proposed additions or new structures.

The following information should be shown on a site plan:

- Project Title
- Property owner name, address and all other contact information
- Property street address & Assessor's parcel number
- Provide a bar scale for all drawings
- North arrow for site orientation for all drawings
- Vicinity Map
- Property lines with dimensions
- Setbacks (distance) to all property lines from all existing and proposed structures
- Proposed construction (shaded or cross hatched)
- Overall building dimensions, lot coverage, new and existing building areas of all buildings
- Other specific information deemed necessary to meet the requirements of the Zoning Code
- Rights-of-way and easements
- If applicable, all existing and proposed encroachment of water meter, gas meter, drainage, electric lines etc. over property lines
- If applicable, all locations and dimensions of existing and proposed parking spaces, ingress and egress, and landscape layout.

Sample Site Plan



Notes:

1. Failure to include any of the pertinent items shall cause a delay in processing the application.
2. Review the Zoning Code requirements for all applicable development standards
https://library.municode.com/ca/commerce/code/code_of_ordinances?nodeId=TIT19ZO.
3. Electronic copies accepted via email, or USB.
4. One copy of the Site Plan on 24" x 36" sheet can be accepted with one reduced copy on a 11" X 17" sheet.

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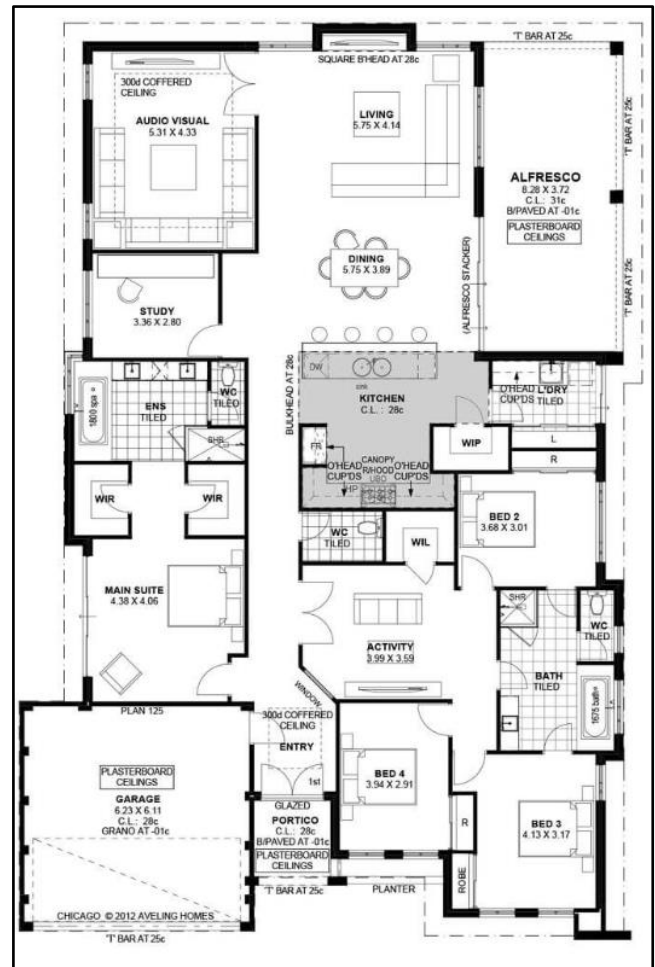
FLOOR PLAN

Sample Floor Plan

A floor plan identifies the relationship between rooms, spaces and physical features viewed from above. The floor plan should identify your existing layout and your proposed changes (ie. kitchen, living rooms, bathrooms, bedrooms, all storage areas, etc.).

The following information should be shown on a floor plan:

- Provide a bar scale for all drawings
- North arrow for site orientation for all drawings
- Outside walls or footprint of your space, any doorways or entries, and windows.
- The walls from side to side and from the floor to the ceiling.
- Where the electrical outlets, switches, and other controls are located.
- Permanent fixtures: any and all architectural features, including fireplaces, brackets, shelves, benches, and any other built-in features.
- Objects that will be inside the space.
- Other specific information deemed necessary to meet the requirements of the Zoning Code



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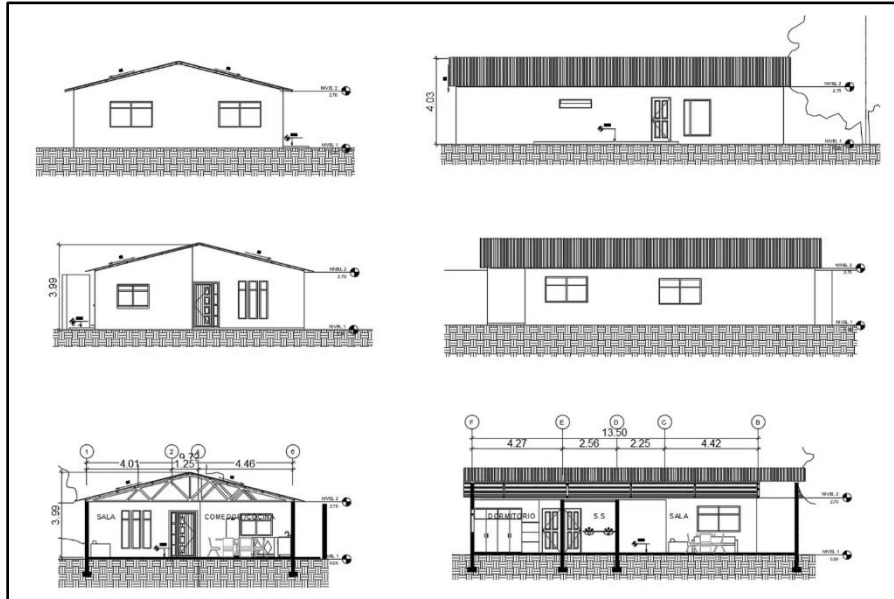
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ELEVATION PLANS

Sample Elevation Plan



An elevation plan shows the height, length, width and appearance of a building or structure. Elevations are drawn as if looking at a building from the front or side and provide the viewer with an idea of how the final building will appear.

The following information should be shown on an elevation plan:

- Provide a bar scale for all drawings.
- Label each elevation by both site orientation (front, rear, left side and right side) and direction (North, South, East and West). Label the elevation in the general direction of the street.
- Show all existing exterior building elevations, including all windows, doors and roof pitches (even if structures are proposed for demolition).
- Show all proposed exterior building elevations, including all windows, doors and roof pitches.
- Show the existing and finished grade on all elevations of structures.

- Show any heights above average natural grade for all floors, eaves and ridges.
- Provide detailed notations for all materials doors, windows, siding, etc., listing their type, color and other attributes. In particular, for multi-pane windows, specify the precise type of divided light (true divided light, simulated divided light, snap-in grids, between-the-glass grilles, etc.).
- Identify areas on elevations reserved for future signage, if applicable.

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