



CITY of CALABASAS

Community Development Department

Planning Division

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SCENIC CORRIDORS

Supplemental Application

For Scenic Corridor Permits and Minor Scenic Corridor Permits

SCENIC CORRIDOR PERMIT SUMMARY

Paint/Stain Colors:

List the company and color of all exterior paints and stains to be used and provide swatch:

Roof Color:

List the company and color of roofing material to be used and provide sample:

Stucco Color:

List the company, color and finish of stucco to be used and provide sample:

Note: Color and materials samples must also be mounted on an 8½"X11" board in compliance with the Minimum Application Filing Requirements.



Application Filing Requirements SUBMITTAL CHECKLIST

MINIMUM APPLICATION FILING REQUIREMENTS

This checklist will be used by staff to determine if an application contains the appropriate materials and documents to begin the application process. All items listed below must be included. If any items are not included the project will not be accepted for submittal. This checklist is not used to determine whether a project application is complete for purposes of the Permit Streamlining Act.

Scenic Corridor Permit:

- Completed *General Land Use and Development Application* and filing fees.
- Completed *Supplemental Application – Scenic Corridors*.
- Two (2) complete set of plans prepared in accordance with the *Minimum Plan Preparation & Plan Contents Checklist*. Each set shall be stapled together as a single package and folded to 8½"X11". Plans shall include the following:
 - Site Plan (Existing and Proposed) with Site coverage and Pervious Surface Calculations
 - Floor Plan(s) (Existing and Proposed)
 - Roof Plans (Existing and Proposed)
 - Elevations (All Sides, Existing and Proposed)
 - Landscape Plan (if applicable)
 - Demolition Plan (if applicable)
 - Photometric Plan (if applicable)
- Eleven (11) complete sets of required plans reduced to 11"X17".
- One (1) set of colored plans, to include illustrative site plan and building elevations, and any necessary cross-sections reduced to 11"X17".
- One (1) color and materials samples mounted on an 8½"X11" board.
- Pictures of the site and surrounding area. Pictures may be submitted digitally in the following formats: JPEG, BMP, or TIF, provided a list is also submitted with the file name, date the photo was taken, the photographer, brief description, and diagram or site plan showing the point and direction for each photograph taken.
- A photo simulation or perspective drawing may be required in addition to photos to show the impact of the proposal on views or a scenic corridor.

- A complete description of the proposed Scenic Corridor Permit, including, but not limited to, the improvements proposed for the property, and answers to the following questions:
 1. How does the proposed project comply with the scenic corridor development guidelines?
 2. How does the proposed project incorporate design measures to ensure maximum compatibility with and enhancement of the scenic corridor?
 3. How does the proposed project enhance the Scenic Corridor and preserve the character of the surrounding area?
 4. How is the proposed project compatible in design, appearance, and scale with the existing improvements in the surrounding area?
- Public hearing information prepared in accordance with the *Public Notice Requirements*.
- Any other plans or information that the Community Development Director deems necessary to facilitate processing of the application.
- Community Development Public Forum requirements (if applicable).

APPLICATION REVIEW AND APPROVAL BODIES:

Development Review Committee
Architectural Review Panel
Planning Commission

Minor Scenic Corridor Permit:

- Completed *General Land Use and Development Application* and filing fees.
- Completed *Supplemental Application – Scenic Corridors*.
- Two (2) complete sets of plans prepared in accordance with the *Minimum Plan Preparation & Plan Contents Checklist*. Each set shall be stapled together as a single package and folded to 8½”X11”. Plans shall include the following:
 - Site Plan (Existing and Proposed) with Site coverage and Pervious Surface Calculations
 - Floor Plan(s) (Existing and Proposed)
 - Roof Plans (Existing and Proposed)
 - Elevations (All Sides, Existing and Proposed)
 - Landscape Plan (if applicable)
 - Demolition Plan (if applicable)
 - Photometric Plan (if applicable)
- Ten (10) complete set of required plans reduced to 11”X17”.
- One (1) set of colored plans, to include illustrative site plan and building elevations, and any necessary cross-sections reduced to 11”X17”.
- One (1) color and materials samples mounted on an 8½”X11” board.
- Pictures of the site and surrounding area. Pictures may be submitted digitally in the following formats: JPEG, BMP, or TIF, provided a list is also submitted with the file name, date the photo was taken, the photographer, brief description, and diagram or site plan showing the point and direction for each photograph taken.
- A complete description of the proposed Scenic Corridor Permit, including, but not limited to, the improvements proposed for the property, and answers to the following questions:
 1. How does the proposed project comply with the scenic corridor development guidelines?
 2. How does the proposed project incorporate design measures to ensure maximum compatibility with and enhancement of the scenic corridor?
 3. How does the proposed project enhance the Scenic Corridor and preserve the character of the surrounding area?
 4. How is the proposed project compatible in design, appearance, and scale with the existing improvements in the surrounding area?

- Public hearing information prepared in accordance with the *Public Notice Requirements*.
- Any other plans or information that the Community Development Director deems necessary to facilitate processing of the application.

APPLICATION REVIEW AND APPROVAL BODIES:

Architectural Review Panel
Community Development Director