



Community Development Department, 919 Palm Street, San Luis Obispo, California 93401. (805) 781-7170

Conceptual review is an opportunity for the applicant to get direct feedback from the Architectural Review Commission (ARC) on whether or not a project design is headed in the right direction before all of the detailed information required for final architectural review has been submitted. **It is not a completeness review and other issues may arise with the submittal of more detailed plans.** The fee collected is for a single conceptual hearing before the ARC, and the Cultural Heritage Committee if required. Subsequent trips to the ARC for either additional conceptual reviews or final review will require a new fee.

# Conceptual Architectural Review

Application Fee: \$1,300  
Effective: 9-01-09

Applicant City

**Completed Planning Application Form:**  
Applications can be obtained from the Community Development Department or by mail, fax, or at [www.slocity.org](http://www.slocity.org).

**Statement:**  
Please provide a generalized statement of your project to help reviewers better understand your ultimate goals. For commercial projects, more information on the proposed businesses at the site such as hours of operation and number of employees would be useful. Include a description of any known needed exceptions to property development standards included in the zoning regulations or requirements of the subdivision regulations or parking & driveway standards. **All projects scheduled for conceptual review before the ARC must be found by the Community Development Director to be in substantial compliance with the City's General Plan, any applicable specific plans, and the Community Design Guidelines.**

**12 sets of plans, folded, 1'=10' min. scale, and 1 set of plans reduced to 8 1/2" x 11"**  
Each sheet in the conceptual proposal shall be clearly identified with the scale and the name and address of the conceptual development and the name of the applicant and designer. Each set of plans must contain:

**Project statistics.** Including the zoning and current uses of the site and adjacent properties, square footage of commercial space, allowable and proposed density for residential projects, a calculation of the number of parking spaces required and provided, the area of the project site, the total number of new dwelling units and existing units that will remain, listed by number of bedrooms, and the area of the site to be covered by buildings and paved surfaces.

**A site plan.** At a minimum include: north arrow, building footprints, existing and proposed impervious surfaces, existing and proposed drainage patterns, dimensioned property lines and all building setbacks; location, name and width of adjacent rights-of-way; location and width of all waterways, top of bank and riparian vegetation; proposed improvements and demolitions; dimensions of all parking spaces and bays; walls, fences and exterior lights; location of recycling and refuse enclosures; trees (to be removed or retained), landscaping and outdoor use areas; and general footprints of and distance to nearest structures on adjacent property.

**Grading Information.** Include a topographic map showing existing and proposed contours.

**Elevation.** Show all sides of the proposed buildings and buildings to remain indicating the form and general exterior treatment of buildings.

**Infrastructure.** Show existing and proposed frontage improvements and utilities, including hydrants and other fire, life, safety equipment.



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- Sectional Drawings.** Include sections through the site, showing major natural features and neighboring structures in relation to the proposed development. Provide a minimum of two sectional views, approximately through the middle and at right angle to each other showing existing and proposed grades and relationship of buildings, parking and landscaping at maturity, including major structures on adjacent properties.

**Optional Information:**

- The project planner may suggest additional information beyond the minimum requirements listed above such as a perspective rendering to help the ARC better understand a project.

I, the undersigned Applicant/Representative, do verify that all the items necessary for this project and as checked above are included in the attached submittal.

\_\_\_\_\_  
Name (Printed )

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date