

City of Ione Planning Application Submittal Requirements

Planning Application Submittal Requirements ("X" denotes required item) See notes, below, for additional information.	Variance	Conditional Use Permit	Site Plan Review	General Plan/ Specific Plan and Other Amendments/ Rezone Planned Development	Boundary Line Adjustment/ Lot Merger	Parcel/ Subdivision Map
Signed Application and City Fees	X	X	X	X	X	X
Detailed Project Description/Justification ¹	X	X	X	X	X	X
Letter of Authorization	X	X	X	X	X	X
Preliminary Title Report (not more than 1 year old)	X	X	X	X	X	X
Site Plan ²	X	X	X	X	X	X
Exhibits ³	X	X	X	X		X
Preliminary Grading Plan ⁴			X			X
Elevation Plan ⁵			X			
Landscape Plan ⁶			X			
Lighting Plan ⁷			X			
Proposed Signage ⁸			X			

1 Detailed Project Description/Justification includes:

- Resultant parcel descriptions for BLA applications
- Supplemental application information for Variance Applications

2 Site Plan includes:

- Project name, acreage, north arrow, date of preparation and graphic scale
- Name, address, and phone number of owner/applicant and person preparing plans
- Vicinity map
- Property lines (lot dimensions), building setback lines, and all easements of record
- Limits of 100-year floodplain (if applicable)
- Existing buildings and other structures on-site and adjacent properties
- Proposed buildings and structures (if applicable)
- Driveways and required parking (if applicable)
- Landscaped areas (include location of existing trees)
- Summary of project statistics including zoning, square footage, and lot coverage
- Septic system and/or wells (if applicable)
- Current use on adjoining parcels

3 Required exhibits include, but may not be limited to, the following:

- Existing and proposed General Plan lands use designation
- Existing and proposed zoning designation

City of Ione Planning Application Submittal Requirements

- Existing and proposed Planned Development or Specific Plan designations
- Existing trees and trees proposed to be removed

4 Preliminary Grading Plan includes:

- Pad
- Cut and fill slopes
- Drainage low lines (if applicable)

5 Elevation Plan includes:

- Project name, north arrow, and scale
- Building elevations from all sides (indicating direction)
- All building materials and colors labeled on plans (sample material boards with manufacturer, type of material, and color name may be required)

6 Landscape Plan includes:

- Project name, north arrow, and scale
- Location of all existing and proposed trees and Tree Legend indicating the following: botanical name, common name, quantity, size, and water usage (low, medium, high)
- A Plant Legend in table form for all shrubs and ground cover indicating the following: botanical name, common name, quantity, size, water usage (low, medium, high), height and width for mature shrubs or typical spacing for ground cover,
 - Individual shrub/ground cover locations do not need to be shown is a complete Plant Legend is provided
- Landscape notes indicating shrub/ground cover design intent at key locations (e.g., screening, entry treatment, streetscape, property line treatment, etc.)
- Shading calculations for parking areas
- Detail of pedestrian plazas/site furniture and enhanced paving, if not shown in site plan
- Height and design of all fencing, walls, or other screening, including adjacent developments that would affect or influence the on-site landscaping

7 Lighting Plan includes:

- Location
- Type and intensity of all proposed external fixtures
- Treatments to reduce or eliminate off-site glare

8 Proposed Signage includes freestanding and attached signs:

- Size
- Height
- Location
- Aesthetic treatment
- Color scheme
- Method of illumination