

APPLICANT'S GUIDE

PLANNED DEVELOPMENT 'PD' OVERLAY DISTRICTS
CONCEPTUAL AND FINAL DEVELOPMENT PLANS

City Of Pomona
Planning Division

PURPOSE

The PD overlay district provides an alternative to the standard single-family tract while preserving the same low densities and ownership of land. Flexibility is provided by allowing smaller lots and the combining of small, unusable open space into more effective open and recreation areas. The regulations of this overlay district are intended to produce developments that meet standards of open space; light and air; pedestrian and vehicular circulation; safety, sound and privacy; and density of dwelling units that are similar to those required by the standards of the district in which such development is to be located.

CONCEPTUAL DEVELOPMENT PLAN APPLICATION SUBMITTAL REQUIREMENTS:

Before submitting a 'PD' district rezoning application, the applicant must submit preliminary development plans for approval in principle by the Planning Commission. The following must be submitted as part of the application for conceptual development plan:

- ☐ Completed and notarized application form signed by property owner
- ☐ Written consent of all property owners within the proposed 'PD' district
- ☐ Radius map showing all properties within 400 feet of the subject property
- ☐ List of property owners and occupants within 400 feet of proposed project typed on two sets of mailing labels. A Certified Property Owners' List Affidavit must be provided by the company/firm preparing the labels.
- ☐ 20 copies of the conceptual development plan and text including the following information: proposed land uses and population densities; proposed circulation pattern, indicating both public and private streets; proposed parks, playgrounds, school sites, and other open spaces; project phasing (if any); relation to future land use in surrounding area and General Plan. All plans must be folded to 8 1/2" by 14" size. Plans should show all existing land uses, General Plan land use designations, and zoning within 400 feet of property. Plans must be drawn to scale.
- ☐ Conceptual landscape plan
- ☐ 8 1/2" x 11" transparency of all plans
- ☐ Completed environmental information form
- ☐ Site photos
- ☐ Copy of title report or grant deed for property
- ☐ Other information required to accurately evaluate the impacts of the proposed project
- ☐ Fees – refer to fee schedule, also include two \$75 checks made payable to Los Angeles County for environmental filing fees

FINAL DEVELOPMENT PLAN APPLICATION SUBMITTAL REQUIREMENTS:

- ☐ Completed application form signed and notarized by property owner
- ☐ One copy of radius map showing all properties within 400 feet of the subject property
- ☐ List of property owners and occupants within 400 feet of proposed project typed on two sets of mailing labels. A Certified Property Owner's List Affidavit must be provided by the company/firm preparing the labels.
- ☐ 20 copies of the proposed development plans including the following information: boundary survey map (tentative subdivision map may be substituted); existing topography with two-foot contour intervals with accurate location of property lines; gross land area of the development, existing zoning classification of site and adjacent properties within 400 feet of site, including location of any structures, curb cuts, medians, right-of-ways, improvements, easements, land use and zoning. All plans must be folded to 8 ½" by 14" size. Plans must be drawn to scale.
- ☐ 20 copies of the final site development plan. Final site development shall include preliminary grading plan, detailed landscape plan, building elevations, and floor plans. Plans must be drawn to scale.
- ☐ One colored elevation or rendering, maximum size of 24" x 36"
- ☐ 8.5" x 11" clear film transparency of all plans
- ☐ Completed environmental information form
- ☐ Copy of title report or grant deed for the property
- ☐ Sign program including entry monumentation
- ☐ Other information required to accurately evaluate the impacts of the proposed project.
- ☐ Fees – refer to fee schedule, also include two \$75 separate checks made payable to Los Angeles County for environmental filing fees