



ADR NO. _____

**ARCADIA ARCHITECTURAL DESIGN REVIEW
COMMERCIAL-INDUSTRIAL APPLICATION
FOR PROJECTS WITHIN THE C-O, C-1, C-2, C-M, M-1 & M-2 ZONES**

PLEASE COMPLETE THE FOLLOWING INFORMATION:

PROJECT ADDRESS _____

ZONE CLASSIFICATION _____

APPLICANT _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

TELEPHONE No _____

E-MAIL ADDRESS _____

PROPERTY OWNER'S NAME _____

PROPERTY OWNER'S MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

PROPOSAL DESCRIPTION _____

PROPOSED ARCHITECTURAL STYLE _____

BUILDING HEIGHT _____ NUMBER OF STORIES _____

GROSS SQ. FOOTAGE OF BUILDINGS _____

SQUARE FOOTAGE PER FLOOR: 1st _____ 2nd _____ 3rd _____

SQUARE FOOTAGE PER USE: Medical/Dental _____ General Office _____

General Office _____ Other _____

BUILDING COVERAGE _____% PERCENTAGE OF SITE LANDSCAPED _____%

NUMBER OF PARKING SPACES: Standard _____ Handicap _____ Loading Space(s): _____

PERCENTAGE OF PARKING LOT LANDSCAPED (not including required landscaped buffer areas) _____%

Date _____ Receipt No. _____ Amount\$ _____ By _____

PLEASE COMPLETE THE FOLLOWING INFORMATION:

In order to help Staff determine that the proposed project thoroughly meets the architectural standards set forth in the City's Design Guidelines, please answer the following questions regarding the project's design. Please use additional sheets if necessary.

1. What building features are included in the proposal that express the proposed architectural style?

2. How does the design of the project relate to the site, surrounding properties and the surrounding environment?

FILING REQUIREMENTS & INSTRUCTIONS WORKSHEET:

The following materials must be submitted as part of your design review application. To ensure that your application package is complete, please check-off the boxes next to the required application materials.

Required Application Materials:

- Completed application form
- Filing fee: \$510 for Addition/Remodel
\$1,225 for New Building or Rebuild
(Make checks payable to City of Arcadia)

In addition to the above deposit, separate fees will be charged if plans are reviewed by the City's architectural/landscaping consultants. Said fees are based upon the amount charged by the City's consultant(s).

- Six sets** of preliminary plans drawn to scale and clearly dimensioned which include but are not limited to the following information:

1) Site plan including

- a. Scale and north arrow
- b. Street addresses and Assessor's Identification Number(s) (AIN) of lot or lots proposed to be developed
- c. Size of lots and parkway areas accurately dimensioned
- d. Location and size of all existing and proposed structures
- e. Location and size of all parking stalls
- f. Location of all landscaped areas
- g. Location of mechanical equipment
- h. Location of trash area(s)
- i. All existing easements
- j. All building and setback areas shall be clearly dimensioned
- k. Owner's name and developer's name and telephone number
- l. Architect's or designer's name and telephone number

2) Floor plan drawn to scale with square footage

- Six sets of building elevations which include:
 - 1) Elevations of all building(s) facades
 - 2) Driveway slope transitions (if applicable)
 - 3) Building perspective
 - 4) Professionally prepared colored rendering
- Photos of the subject property and the surrounding properties both adjacent to and across the street from the subject property.
- Materials and colors sample board - 8½" x 11" - with description of material types, colors, treatment, etc.

FOR STAFF USE ONLY

ADR NO. _____

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|-----------------------------------------------------------------------------------|------------------------------------------------------|
| <input type="checkbox"/> Site Plan | <input type="checkbox"/> Landscaping/Irrigation Plan |
| <input type="checkbox"/> Floor Plan | <input type="checkbox"/> Elevations |
| <input type="checkbox"/> Photos | <input type="checkbox"/> Perspective |
| <input type="checkbox"/> Material sample board/Product Info. (8 ½" x 11" maximum) | |