

Staff Use Only

TYPE OF APPLICATION	APPLICATION NUMBER	FEE PAID
Architectural Review:		
a. Conceptual Review:	_____	_____
b. Formal Review:	_____	_____
c. Minor/Incidental:	_____	_____
Planning Commission:		
Use Permit:	_____	_____
Variance:	_____	_____
Tentative Map:	_____	_____
Rezone:	_____	_____
General Plan Amendment:	_____	_____
Other:		
(Specify): _____	_____	_____

FEES:

Description:	Explanation:	Fee:
Base Fee:	_____	_____
Environmental Review:	_____	_____
Other Fees:	_____	_____
Total Fees:	_____	_____
Fee Paid By:	<input type="checkbox"/> - Applicant <input type="checkbox"/> - Representative <input type="checkbox"/> - Property Owner	

Tentative Review Dates:

- a. Review of Completeness (if applicable): _____
- b. Staff Review/Determination: _____
- c. ARB Review: _____
- d. Planning Commission Review: _____
- e. Other Review: _____

Notes to the File: _____

CITY OF MARYSVILLE

Community Development and Services Department
749-3904

SIDEWALK DINING

APPLICATION INSTRUCTIONS

TO APPLICANTS: Please refer to the City's Paint Color Policy before preparing your application. The following list includes **all the items you must submit for a complete application**. If your application is not complete, a copy of this list will be returned to you marked accordingly. If submitting blueprints, Planning Staff encourages that you submit one copy of the plan to allow for application completeness check, following which eight complete sets of plans would need to be submitted.

1. Planning Application Form complete and signed.
2. Application Fee: In accordance with the City's Fee Schedule.
3. One 8-1/2" x 11" site plan or ten larger copies folded to 9" x 12" including the following information:
 - (a) Dimensioned property lines and all building setbacks.
 - (b) Location and name of adjacent streets.
 - (c) Existing and proposed public and private easements, especially sidewalks.
 - (d) Dimensioned parking spaces and aisles.
 - (e) Access and circulation of pedestrians and vehicles.
 - (f) Walls, fences, fire hydrants, postal units, and exterior lighting structures.
 - (g) Trees/landscape strips, raised planter curbs, tree-wells, pots, etc.
 - (h) Location of signs.
 - (i) Location of trash/recycling enclosures.
 - (j) Location of tables, chairs, and accessory service facilities.
 - (k) Proposed perimeter barrier element (fencing).
 - (l) The five (5) foot minimum "clear zone" dimension from the outer perimeter of the outdoor dining area to the nearest sidewalk fixtures.
 - (m) Any fixed elements within a 25-foot radius of the subject outdoor area.
5. Elevation plans showing the front and side view of outdoor dining facilities including all proposed above-grade improvements such as planter boxes, awnings, tables and chairs, as well as all building entrances.
6. Other drawings and photographs of the proposed outdoor furniture and accessories including tables and chairs, planter boxes, awnings and umbrellas, and proposed containment fencing.