



CITY OF GARDEN GROVE  
PLANNING SERVICES DIVISION  
11222 ACACIA PARKWAY  
GARDEN GROVE, CA 92840  
TEL: (714) 741-5312 FAX: (714) 741-5578  
[www.ci.garden-grove.ca.us](http://www.ci.garden-grove.ca.us)

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## IMPORTANT NOTICE:

Please contact the Planning Services Division at (714) 741-5312 to inquire about the zoning requirements that will apply to your project, and the discretionary review process. Please be advised that the project may also be subject to the requirements of other City Departments. The Planning Services Division highly encourages, prior to filling out and completing any entitlement application, that all applicants submit a **Preliminary Review Application** for all projects to verify zoning compliance and compliance with the requirements of other City Departments. Possible consequences for not performing a preliminary review may include delays to the project, redesigning of the project, and unexpected financial costs incurred by the applicant.



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## PRELIMINARY DEVELOPMENT REVIEW APPLICATION

The Preliminary Review process allows the appropriate City Departments to review a project for code compliance. Please complete the following information, and submit the completed application and plans to the Planning Services Division. The Planning Services Division will review the proposed request for Municipal Code compliance, and will contact you within ten (10) working days from the date of submittal.

Admin Review-No Fee       Ministerial Review-\$100       Pre-Application Fee-\$700

### PROJECT INFORMATION:

Project Address:

### APPLICANT INFORMATION:

Name:

Mailing Address:

City, State, Zip Code:

Phone No.:

### PROPERTY OWNER:

Name:

Mailing Address:

City, State, Zip Code:

Phone No.:

### THE PROPOSAL IS A:

New Building       Addition or Alteration       Lot Consolidation or Subdivision

### SUBMIT TWO (2) SETS OF THE FOLLOWING:

(Architectural plans: scaled & dimensioned, minimum sheet size of 24 inches by 36 inches)

Site Plan       Preliminary Water Quality Management Plan  
(WQMP) or Non-Priority Project Water  
Quality Plan (WQP), if applicable  
 Floor Plan  
 Elevations  
 For Subdivisions, Tentative Map

**PROVIDE A BRIEF PROJECT DESCRIPTION:** (include description of use, if necessary)

### Office Use Only:

Date Submitted:

Received By:

**PRELIMINARY DEVELOPMENT REVIEW APPLICATION**

<b>PROJECT SETTINGS</b>
Existing use of Property
Description of surrounding Uses
North:
South:
East:
West

Print Name of Applicant: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

-----OFFICE USE ONLY-----

**Date Submitted:** \_\_\_\_\_

**Received By:** \_\_\_\_\_

**Zone:** \_\_\_\_\_ **General Plan:** \_\_\_\_\_ **Lot Size:** \_\_\_\_\_

**Review Dates/Comments:**

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Entitlements Required: \_\_\_\_\_

## ***PRELIMINARY DEVELOPMENT REVIEW APPLICATION***

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### **SITE PLAN REQUIREMENTS**

The Site Plan must be drawn to scale, and must include the following information:

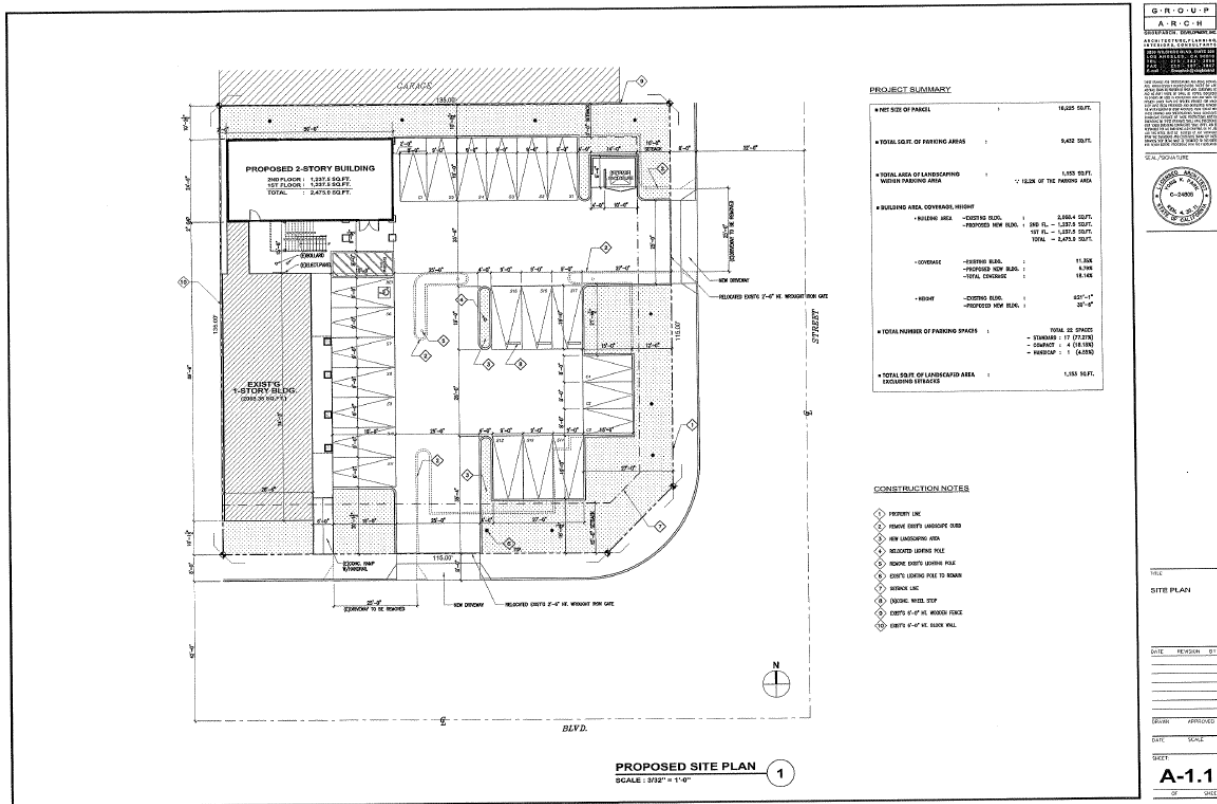
1. Show property lines and dimensions.
2. Show proposed building locations, dimensions, setbacks, distance between buildings, etc.
3. Show and label proposed streets and drives, including any necessary dedications, and dimension to show widths and distance from street centerlines.
4. Show all proposed parking spaces and aisles, including dimensions.
5. Show all proposed signs including location and dimensions, with reference to the sign program.
6. Indicate proposed utility meter locations and electrical transformers.
7. Show all structures on contiguous properties within 30 feet of the subject property.
8. Show all proposed walls and fences, and label each as to type of dimensions on the subject property.
9. Show all landscaped areas and dimensions of each area.
10. Show the following in tabular form:
  - a. Net size of parcel(s)
  - b. Total square feet of parking areas, including areas used for ingress or egress, drives, aisles, stalls, and maneuvering
  - c. Total area of landscaping within parking area
  - d. Total landscaping area within parking area as a percent of the parking area
  - e. Building area, coverage, and height
  - f. Total number of parking spaces on the site and number of compact and handicap spaces, and percentages of each
  - g. Total square feet of landscaped area excluding setbacks
11. For residential projects, show the following information in tabular form:
  - a. Number of units
  - b. Total building coverage in square feet and as a percent of the site area
  - c. Total number of covered and guest parking spaces, both compact and regular-sized and percentages of each
  - d. Total square feet of all common recreation areas and average common area per unit
  - e. Show all common recreation areas and private patio areas and dimensions of each
  - f. Density as square feet per unit
  - g. Density as number of units per acre
  - h. Numbers of one, two, and three bedroom units, including the number of bathrooms, and square footage of each type of units
  - i. Building height
  - j. Total landscape area within parking area in square feet and a percent of the parking area
  - k. Total square feet of landscaped area, including setbacks and parking area, but excluding common and private recreation area

# PRELIMINARY DEVELOPMENT REVIEW APPLICATION

12. For all nonresidential projects indicate the proposed uses and the amount of square footage for each use.

**\*Note:** All portions of the site plan shall be plainly visible, unobstructed by conceptual landscaping items (trees, shrubs, etc.) or other opaque features. Landscaping plans shall be submitted on separate plans. Landscaping, signs or other architectural features added or an artist's rendering of the proposed project may be submitted as supplemental information.

*Example of Site Plan*



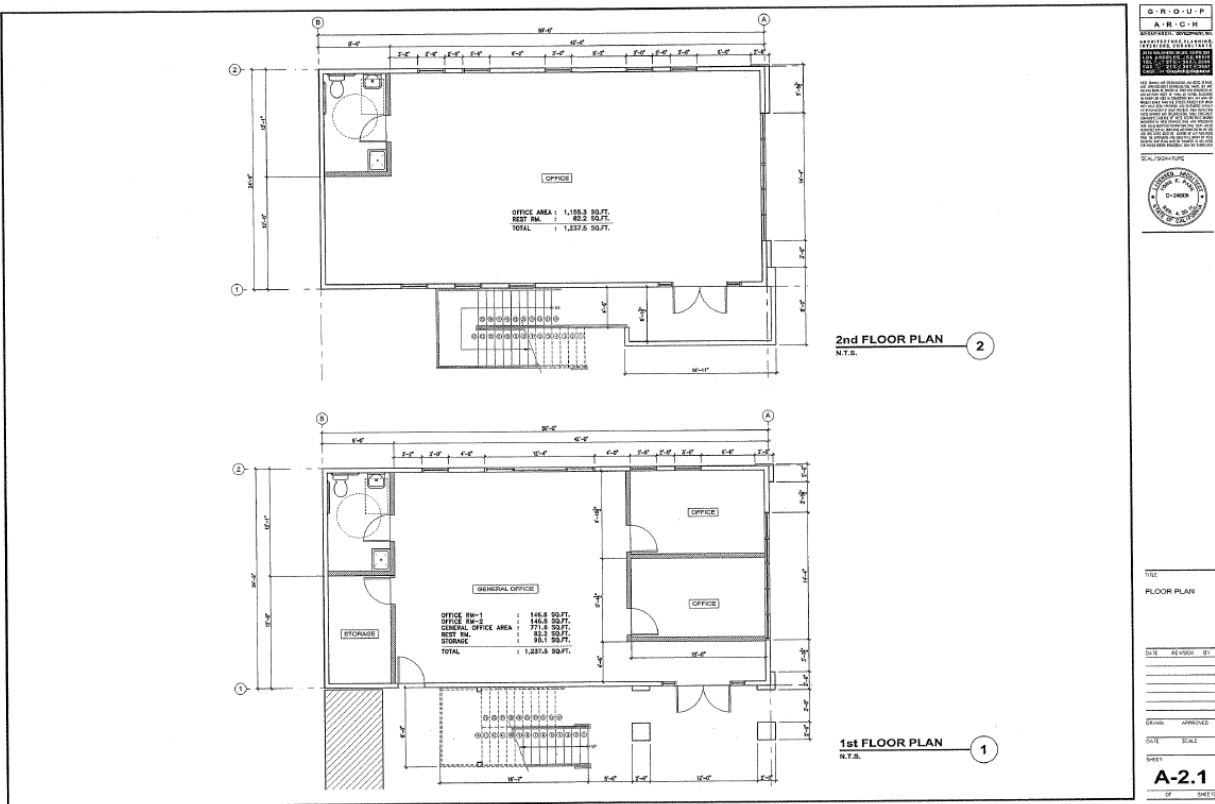
# PRELIMINARY DEVELOPMENT REVIEW APPLICATION

## FLOOR PLAN REQUIREMENTS

The Floor Plans must be fully dimensioned and drawn to a scale and must include the following information:

1. Title block.
2. Type: One of each type of unit or building proposed.
3. Each floor plan shall indicate:
  - a. Overall square footage
  - b. Each room shall be labeled as to the use with dimensions, and sizes.
  - c. Doorway locations
  - d. Window types, sizes, and locations
4. Each residential floor plan shall show the fully dimensioned patio and balcony area.

*Example of Floor Plan*



# PRELIMINARY DEVELOPMENT REVIEW APPLICATION

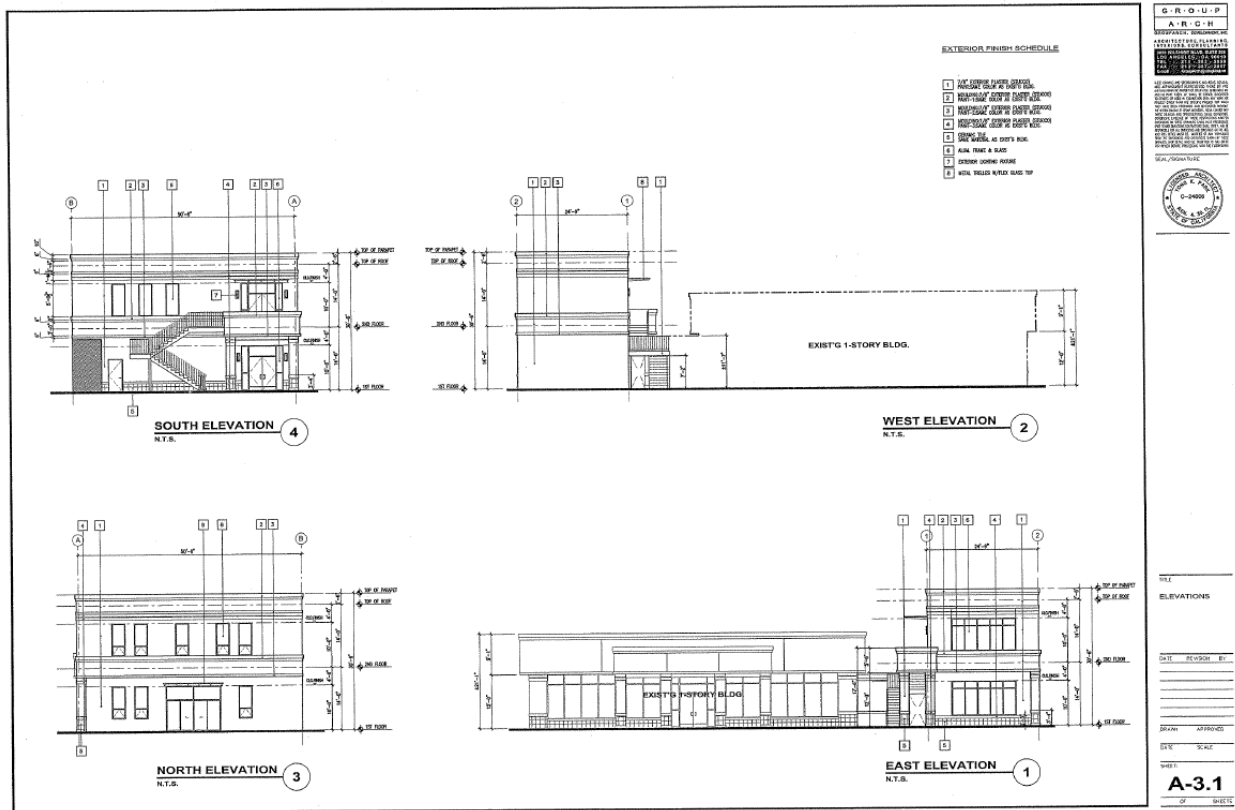
## ELEVATION PLAN REQUIREMENTS

The Elevation Plan must be fully dimensioned and drawn to a scale, and include the following information:

1. Elevations shall include all sides of each building type proposed for the site.
2. Scale: Not less than 1/8" = 1'-0"
3. All exterior building materials and colors shall be labeled and identified.
4. All roof, window, and door heights shall be dimensioned.
5. Title block.

**\*Note:** All portions of the elevations shall be plainly visible, unobstructed by conceptual landscaping items (trees, shrubs, etc.) or other opaque features. However, supplemental plans may be submitted showing building elevations with landscaping, signs or other architectural features added or an artist's rendering of the proposed project.

*Example of Elevations*



## **PRELIMINARY DEVELOPMENT REVIEW APPLICATION**

### **PRELIMINARY WATER QUALITY MANAGEMENT PLAN (WQMP) OR NON-PRIORITY PROJECT WATER QUALITY PLAN (WQP)**

The City of Garden Grove requires a Preliminary WQMP for new developments and significant redevelopment projects called "Priority Projects." To determine if your project is considered a "Priority Project," please refer to page 7.11 1-5 of the 2011 Model WQMP, Table 7.11-2: Priority Projects Categories for North County Permit Area.

"Non-Priority Projects" are projects that do not fall under one of the "Priority Project" categories as defined in the 2011 Model WQMP, but meet one of the conditions listed on page 7.11 1-7 of the 2011 Model WQMP. The City of Garden Grove requires a Non-Priority Project Water Quality Plan for private new development and significant redevelopment projects that qualify as "Non-Priority Projects."

Either the Preliminary WQMP or the Non-Priority Project Water Quality Plan are required as part of the discretionary approval process. The City's Engineering Division reviews and approves the Preliminary WQMP or the Non-Priority Project Water Quality Plan **prior** to official submittal of the development plans to the Planning Services Division for Public Hearing review. The Engineering Division will review and evaluate the Preliminary WQMP or the Non-Priority Project Water Quality Plan for preliminary approval. In addition, the Engineering Division will offer guidance toward plan elements necessary for approval of the full Project WQMP or the Non-Priority Water Quality Plan.

For additional information about the Preliminary WQMP or Non-Priority Water Quality Plan, please visit the Public Works Engineering Division webpage at:

<http://www.ci.garden-grove.ca.us/?q=pw/engineering>

Refer to the Environmental Section, and select the appropriate link on the webpage as shown in the example menu below to access the appropriate document(s):

#### Environmental

- [Model SWPPP](#)
- [OC Model WQMP information here](#)
- [GG PRELIMINARY WQMP Template \(doc\)](#)
- [GG Non-Priority WQP Template \(doc\)](#)
- [GG WQMP Template \(doc\)](#)
- [WQMP Worksheets from OC TGD \(doc\)](#)
- [Green Bldg Code Infiltration/ SWPPP Stds.](#)

If you have additional questions about the Preliminary WQMP or the Non-Priority WQP requirements or the submittal and review process, please contact the Public Works Engineering Division at (714) 741-5181.