

**PLANNED AREA DEVELOPMENT
AND SUBDIVISION
FINAL SITE PLAN SUBMITTAL
PACKET**



**Fort Mojave Indian Tribe
500 Merriman Street
Needles, California 92363**



Planned Area Development (P.A.D.) and Subdivision Final Site Plan Pre-development Meeting

Application Information and Checklist

1. Development Review Board

The Development Review Board (DRB) consists of Tribal staff representing Planning, Building and Safety, Engineering, Fire, Public Works and Utilities Departments.

2. Site Plan Review

The DRB reviews development proposals to ensure all applicable Tribal code requirements are satisfied prior to the Planning hearing.

Prior to the hearing, DRB members review the application and prepare written comments. During the DRB hearing, the Board may approve the application as presented; approve the application with conditions; disapprove the application; or recommend the application to be reviewed at a future meeting, if additional information is required before an action can be considered.

Once the DRB approves the application as presented or approves the application with conditions to the site plan, the Planning Director will present the site plan to the Tribal Council. **The Ft. Mojave Indian Tribal Council will give final approval on all site plan reviews.**

Upon Tribal Council site plan approval, the Planning Director will grant an "Authorization to Proceed" letter or grading permit. Absolutely no work, including tree removal, or grading is to commence on a site/lot, until an "Authorization to Proceed" letter or grading permit has been issued by the Planning Director.

3. Schedule

The Tribal Planner will schedule all DRB hearings. Attendance by the applicant or designated project representative is mandatory, unless otherwise notified by the Ft. Mojave Indian Tribal Council.

Complete applications must be submitted by 2:00 pm on the third Wednesday of the month.

4. Applicability

DRB Site Plan Review is required for, but not limited to:

- 4.1. All commercial, retail, & industrial developments
- 4.2. Hotel/Resort/Casino
- 4.3. Multi-family Residential
- 4.4. Subdivisions
- 4.5. All Tribal Entity Development
- 4.6. All Tribal Department Development

5. Expiration

DRB Site Plan approval expires one (1) year from the date of approval unless a grading or building permit is obtained or the use is established.

6. For Further Information

For further information regarding these application and submission requirements, please contact:

Tribal Planner
Ft. Mojave Indian Tribe
500 Merriman Avenue
Needles, California 92363

760-629-4591, extension 127
760-629-5767 fax

Applicant Staff

- 8.29. Site acreage
- 8.30. Building square footage (non-residential projects)
- 8.31. Number of dwellings proposed and dwelling units allowed per acre (residential projects)
- 8.32. Name, address, and telephone number of the developer and the Architect of the plans
- 8.33. Retention Areas/Basins
- 8.34. Location of fire hydrants (on-site and off-site/ 300' spacing)/fire department connections

9. Building Elevations

Building elevations must be drawn for all sides of the building to an architectural scale (1/4 inch = 1 foot is preferred). **One copy of the elevations must be in color.** The following information must be included on the elevation drawings:

- 9.1. Elevations for all sides of all structures as they will appear upon completion, including finished grade
- 9.2. Building materials and finishes for all exterior surfaces, including roofs
- 9.3. Color of all exterior surfaces, including roofs
- 9.4. Building height (Graphic and written)
- 9.5. Color/ Materials Board for all exterior building materials.

***Any changes to building elevations after final approval must be re-submitted for review.**

10. Building Floor Plans

Building floor plans must be drawn to an architectural scale (1/4 inch = 1 foot is preferred), and must include the following information:

- 10.1. Interior room divisions
- 10.2. General function or use of each room
- 10.3. Interior wall height
- 10.4. Door and window openings
- 10.5. Plumbing fixtures
- 10.6. Dimensions for each room and total area

11. Grading and Drainage Plan

Grading and drainage plans are to be prepared by a licensed Engineer in the State the project is located and must include all information specified by Staff as well as the following:

- 11.1. Contour lines at two-foot intervals, both existing and proposed grades
- 11.2. Estimated limits of cut and fill (site only)
- 11.3. 100-year floodplain elevation, floodplain limits, and floodway limits (if applicable)
- 11.4. Drainage systems (on and adjacent to site)
- 11.5. Location and size of on-site detention
- 11.6. Drainage report (when necessary)

12. Landscape Plan

Landscape plans are to be prepared by a license Landscape Architect and must be drawn at the same scale as the site plan. For simple site plans, the landscape plan can be a part of the site plan. All landscape plans must include or show the following information:

- 12.1. The location, size, species of all proposed plantings, scaled to represent the size of landscaping at maturity
- 12.2. Existing trees
- 12.3. Ground cover for all landscaped or disturbed areas
- 12.4. Landscaping calculations
- 12.5. Irrigation systems, including lines.
- 12.6. Hose bibs, when used in lieu of an automatic irrigation system
- 12.7. Plant species, quantity, and size table

13. Resource Environmental Protection Plan

A resource environmental protection plan must show all natural resources on the site, before and after development items, which must include, but not limited to:

- _____ _____ 13.1. Rural and Urban floodplains
- _____ _____ 13.2. Endangered Species Sites
- _____ _____ 13.3. Cultural/archeological preservation sites
- _____ _____ 13.4. Wetlands
- _____ _____ 13.5. Limited disturbance area during construction
- _____ _____ 13.6. Building and road footprints must be shown in relation to resources
- _____ _____ 13.7. River Banks/Dikes
- _____ _____ 13.8. Drainage Washes/Ravines/Gullies

14. Exterior Lighting Plan

All lighting plans are to be prepared by a licensed Engineer in the State the project is located and must contain, but not limited to, the following information:

- _____ _____ 14.1. The location of all existing and proposed exterior light fixtures (may be included on the site plan)
- _____ _____ 14.2. Photometric Plan showing light contours, foot-candles
- _____ _____ 14.3. The type (incandescent, low-pressure sodium, lighting specifications, etc.) and wattage of all existing and proposed lamps
- _____ _____ 14.4. Catalog cut sheets for all fixtures
- _____ _____ 14.5. A lumen calculation sheet

15. Preliminary Signage Plan

All preliminary signage plans must include or show the following information:

- _____ _____ 15.1. The location of all existing and proposed signage (can be included on the site plan)
- _____ _____ 15.2. Drawings showing the size, copy, materials, illumination, and general design/layout of all proposed signs.

16. Descriptive Information:

Submit a narrative describing or providing additional details regarding the proposed project. This information will aid Staff in providing comments and answering questions about the project. The narrative should include, but not limited to, the following:

- _____ _____ 16.1. Project title and date
- _____ _____ 16.2. Describe project/ development request.
- _____ _____ 16.3. Legal description of the parcel
- _____ _____ 16.4. Site acreage
- _____ _____ 16.5. Building square footage (non-residential projects)
- _____ _____ 16.6. Number of dwellings units and dwelling units per acre (residential projects)
- _____ _____ 16.7. Description of how the P.A.D. plan conforms to policies, plans ordinances, etc of the F.M.I.T.
- _____ _____ 16.8. Description of the architectural character and how it related to cultural and demographics of the F.M.I.T.
- _____ _____ 16.8. Description of nature and timing of improvements to be constructed.
- _____ _____ 16.9. Source of social services
- _____ _____ 16.10. Description of potable water source and supply and treatment facilities, with estimated consumptive use.
- _____ _____ 16.11. Description of location and required right of way width for streets
- _____ _____ 16.12. Description of facilities for stormwater, wastewater, and water reclamation, with justification for sizing/volumes.
- _____ _____ 16.13. Description of how police, fire, and emergency medical services will be provided.
- _____ _____ 16.14. Description of estimated cost and financing mechanism for providing public facilities and services.
- _____ _____ 16.15. Description of development schedule for phasing.
- _____ _____ 16.16. Description of public improvements proposed for dedication.
- _____ _____ 16.17. Description of proposed covenants, grants, easements or other restrictions on use of land or structures.
- _____ _____ 16.18. Description of method for ensuring that proposed improvements will be constructed in the manner and time indicated in the plan.
- _____ _____ 16.19. Description of how common open space will be provided and maintained, with cost estimate.
- _____ _____ 16.20. Description of private recreational facilities or other membership facilities, and how

membership shall be determined.

- _____ 16.21. An environmental assessment of the impacts of the proposed development on the human and natural environment.
- _____ 16.22. Relevant sketches, drawings, maps, charts, graphs, tables, or other graphic information which define, illustrate, or supplement text.
- _____ 16.23. Any additional information or details pertinent to the case

Applications will not be accepted or scheduled until all submission requirements have been received.



Planned Area Development (P.A.D.) and Subdivision Final Site Plan Pre-development Meeting Application Information and Checklist

Note to applicants: Pre-development meetings are scheduled by the Tribal Planner. Applications are due by 2:00 pm on the third Wednesday of the month. You must provide a complete application form, along with the required number of plans and information as indicated on the checklist attached to this application. **Site Plan Review fee is required (See Development Review Fee Schedule)** . Cashiers checks or money orders to be made out to "Fort Mojave Indian Tribe". **Incomplete submittals will not be scheduled.**

Site address:		Lot number:		
Existing use:			Size of site:	
Surrounding uses: (Res, Com, Ind)	North:	South:	East:	West:

Project name:		Proposed use:		
Is this a residential project?		If yes, number of residential units:		Bedrooms per unit:
Yes	No			
Is this a non-residential project?		If yes, number of buildings:		Total building size (square feet):
Yes	No			
Will the project be phased?		If yes, number of phases:		Years to complete:
Yes	No			

Project Developer:		Phone:	Fax:
Address:		City, state, ZIP:	

Project Architect:		Phone:	Fax:
Address:		City, state, ZIP:	

Project Engineer:		Phone:	Fax:
Address:		City, state, ZIP:	

Project Representative:		Phone:	Fax:
Address:		City, state, ZIP:	
Email address:		Cell phone:	

Applicant signature:	Date:
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Property Lessee Authorization

COMPLETE THIS FORM IF THE APPLICANT IS NOT THE LESSEE

Date: _____

I hereby authorize: _____,

address: _____, to

file this application and to act on my behalf in regard to this request.

Property Lessee's Signature: _____

Printed Name: _____

Department Use Only

Tracking Number: _____

Title of Project: _____