
Plan Set Requirements for Planning Applications

When submitting to the Planning Division for the entitlement review process, all plan sets must be compiled into one package. Unless otherwise noted, plans must be submitted electronically to planning@livermoreca.gov and include the following information:

A. General Project Information:

- Property Address
- Owner's Name, address and phone number
- Existing conditions, including site area and site photos of the parcel(s) to be developed
- Proposed additions and maximums allowed by code including floor area or lot coverage by use, height, setbacks, landscape area, parking provided, and parking required

B. Civil Sheets:

- For sites one acre or less, provide a minimum scale of 1" = 20'. For sites over one acre, provide an overall plan or plans at 1" = 40' or 1" = 60' plus a grid of plans at 1" = 20'
- Tract Map or Parcel Map showing existing and proposed easements
- Site Plan including:
 - Vicinity map – indicate the subject parcel(s) and adjacent streets and parcels, and land uses of adjacent parcels
 - Property lines and setbacks
 - Adjacent parcels and structures
 - Location of all street improvements, driveways, and intersections on all sides of the street within 100 feet of the subject property
- Demolition Plan
- Preliminary Grading and Drainage Plan
- Preliminary Utility Plan
 - Existing utilities and utility connections, including backflow prevention devices and utility junction boxes
 - New utility connections proposed
- Preliminary Storm Water Control Plan
- Preliminary Erosion Control Plan
- Parking Plan including dimensioned parking areas, drive aisles, and landscaped islands. Include bicycle parking and electric vehicle charging spaces.
- Site accessibility features, including accessible parking, common areas, ramps, accessible path of travel to all buildings from the public ways and accessible parking areas
- Fire Hydrant and Fire Access Plan
- Trash Service Plan including trash enclosure(s) location and details

Plan Set Requirements for Planning Applications

- Section Drawings
 - Site section including grade, finish floor, roof height, and height of adjacent buildings
 - Section of stormwater retention areas

C. Architectural Sheets:

- Provide a maximum scale of 1/8" = 1'0"
- Summary Sheet
 - Include unit count, unit type (e.g. condominium), all floor plan types, floor plan count, bedroom and bathroom count, etc.
- Architectural site plan with a layout of architectural styles, color schemes, etc.
- Affordable unit site plan including an affordability unit summary
- Open space plan with dimensions
- Floor plans
 - All interior spaces, doors, windows, mechanical rooms, and stairways
 - A plan for each floor/story/unit type
- Roof plans
 - Include location of all rooftop equipment, including any existing or proposed screening. Call out the roof elevation, top of each equipment elevation, and top of parapet, mansard or screen elevation
 - Include parapet return dimension
- Elevation drawings
 - Colored and dimensioned elevations with shadow and depth showing north, south, east and west views
- Three dimensional renderings
 - Include views of prominent locations and street frontage at oblique angles
- Colors and materials sheet corresponding to elevation drawings. Staff may request physical paint and material samples.
- Section drawings including typical sections of massing plane change areas, parapets, entryways, porches, balconies, windows, etc.
- Typical detail sheet showing window details such as insets, trim, sills, soffit, etc.
- Fire ladder pad, angle, and access sheet
- Scenic Corridor sheet showing view angles if located in the I-580 Scenic Corridor as identified in the General Plan Community Character element
- Sign drawings including:
 - The location and size of all existing or proposed freestanding monument, freeway pole, or building façade signs
 - The lineal feet of all building frontages, for all buildings located on the parcel
 - Building façade elevations showing sizes and locations of existing and proposed signs
 - Sign sections showing construction and mounting method and, if applicable, lighting and electrical connection method
 - The letter and/or number type and height

Plan Set Requirements for Planning Applications

- A sample of all sign colors, color scheme(s), cabinet colors, materials and materials specifications

D. Landscape Sheets:

- Landscape site plan
- Typical Planting Plans
- Enlargement Plans showing landscaping around prominent locations (e.g., entryways)
- Percentage of site that is impervious surface and square feet of existing and new impervious surface on the site
- Plant Palette including:
 - Species, size, and quantity of all proposed trees, shrubs, and grasses
 - Height and width at maturity, including typical growth rate
 - Plant water use
 - Indication of whether plant is native and a pollinator plant
 - Representative Imagery of Plant Palette
- Hydrozone Plan including preliminary WELO calculations
 - Include Landscape Architect WELO compliance signature
 - Include irrigation efficiency
- Existing trees, including those to be removed and proposed tree mitigation plan
- Fence and Wall Plan
 - Include fence and wall location, details, height, colors and materials
 - Include representative imagery of fencing and walls
- Lighting Plan
 - Include lighting fixture design and representative imagery

E. Required Studies and Additional Information:

- Biological Study
- Phase I Environmental Site Assessment
- Geotechnical Study
- Traffic Study
- Noise Study
- Scenic Corridor Study
- Photometric Plan
- Arborist Report
- Environmental Assessment (Note: Additional Environmental Reports may be required based on site specific characteristics)
- Hazardous Materials Declaration
- Legal Description
- Soils Report
- Title Report (within last 6 months)