



Site Plan Design Review Guide

The City of Palm Desert is a vibrant, healthy community that provides big-city resources in an attractive, friendly, small-town setting acclaimed for its striking mountain vistas, verdant resorts, and 360 days of sunshine a year.

The City's Design Review Process strives to protect and enhance Palm Desert's unique qualities through established development and design guidelines. By studying the information in this handout and following the City's guidelines, applicants can ensure a smooth review process, while saving time and money.

What is a site plan?

A site plan is a top view of your property showing property lines and footprints of any structures (house, garage, storage shed, patio covers, etc.) and other improvements such as walkways, driveways, yard walls or fences, pools, etc. on the property. A site plan should clearly indicate the location of any proposed improvements. The drawing should be completed at an appropriate scale (ex. 1" drawn on the plan equals 20' on the actual property) with each item dimensioned correctly.

Why do I need a site plan?

A site plan is necessary in all instances when applying for a permit. The proposed work may consist of a fence, a home addition, or a patio structure. City staff will use the site plan to understand exactly what you propose to do, and how it will affect the site and structures located on the property. The applicant submitted site plan will become part of the official record of the permitted work.

Corner Lot –

If your property is located on the corner of two streets, you have a "corner lot". For the purpose of calculating setbacks, the shortest of the two sides is considered your front yard with the remaining side called the "street side yard".

Coverage -

Coverage is the total percentage of impervious or hard surfaces on a lot. It includes everything except landscape areas. To calculate your lot coverage, the

square footage of all buildings (ground floor only) and site improvements such as driveways, walkways, and patios, multiply the calculated square footage number by 100, and then divide by the total lot square footage. Calculate this percentage for the existing property coverage and after with the proposed improvements.

Example Coverage Calculation

Existing:

House (60' x 30')	1,800 sq. ft.
Garage (18' x 20')	360 sq. ft.
Driveway/ Walkways (12' x 30")	360 sq. ft.
Pool/ Patio Hardscape (12' x 25')	300 sq. ft.
Total	2,820 sq.ft.

Lot Size (100' 90') 9,000 sq. ft.
Existing Coverage (2,820/9000) x 100 = 31%

Proposed:

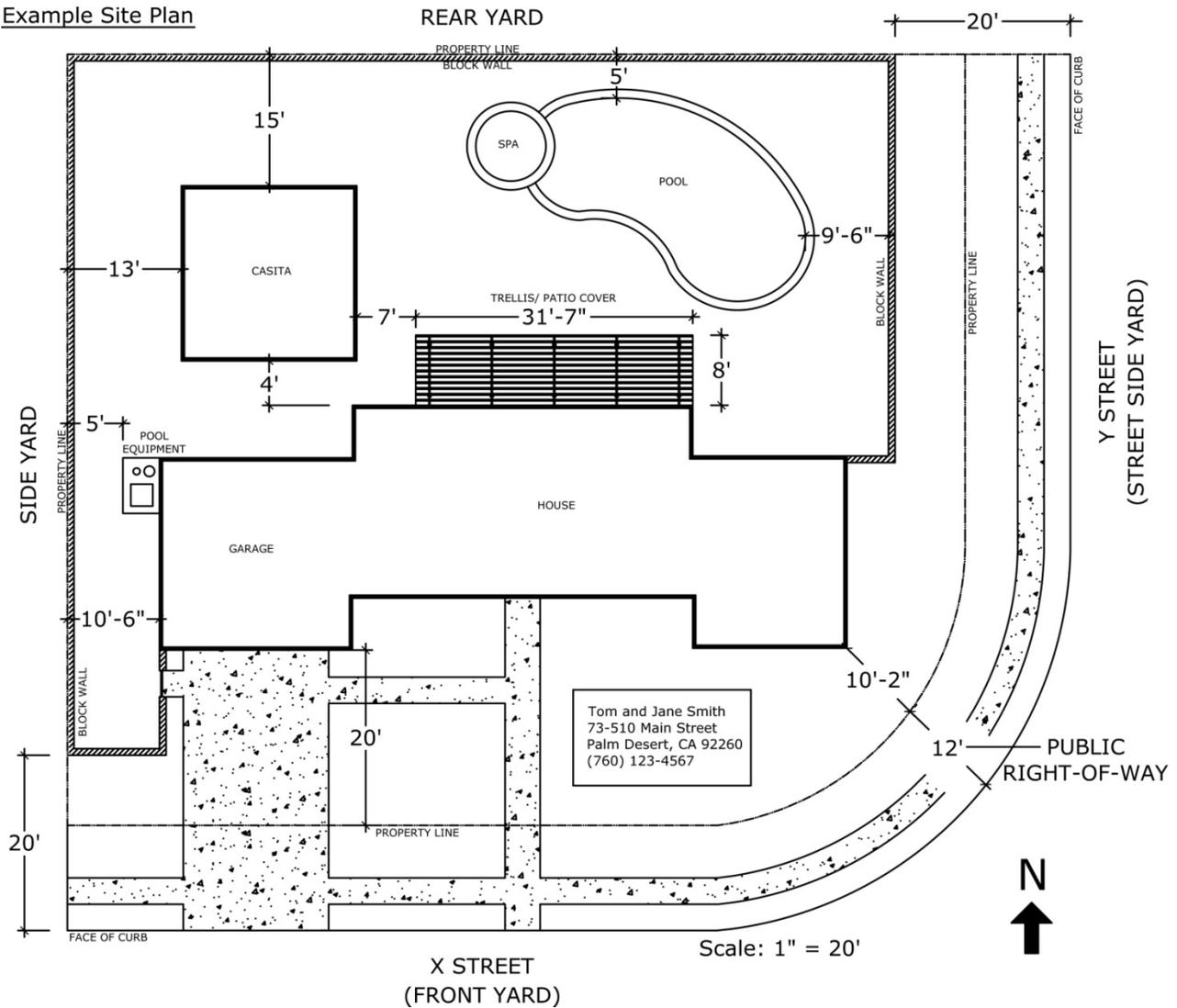
Proposed Casita (15' x 15')	225 sq. ft.
House (60' x 30')	1800 sq. ft.
Garage (18' x 20')	360 sq.ft.
Driveway/ Walkways (12' x 30")	360 sq. ft.
Pool/ Patio Hardscape (12' x 25')	300 sq. ft.
Total	3,045 sq.ft.

Lot Size (100' 90') 9,000 sq. ft.
Existing Coverage (3,045/9000) x 100 = 34%

Setback -

A front, side, street side, or rear "setback" is the required distance from the property line to any site improvement or structure. Each street within the City has different public-right-of-way setback requirements, so the Department of Public Works should be contacted for more information regarding your specific location. A setback is measured from the property line, not the curb, unless stated otherwise (ex. yard walls).

Example Site Plan



Provide the following:

1. Provide two (2) sets of plans showing north arrow.
2. Plans must be neatly drawn, legible and on a minimum sheet size of 8-1/2" x 11".
3. Provide project address, owner's name, and phone number.
4. Show all streets, driveways, and alleys immediately adjacent the property.
5. Clearly show all proposed and existing construction with complete dimensions of proposed work.
6. Indicate all easement locations (refer to property Title Report and Public Works for this information).
7. If the property is located within a Homeowners' Association (HOA) a letter or stamp is required stating their approval of the specific work at the requested address.
8. Pool permits for custom homes must use the City approved grading plan.

Where can I go for more information?

City of Palm Desert

73-510 Fred Waring Drive
 Palm Desert, CA 92260
 760.346.0611

Zoning Requirements, General Plan Information, and Coverage requirements

- **Palm Desert Planning Department**

Building Permits

- **Palm Desert Building & Safety Department**

Public Rights-Of-Way, Easements, Property Lines

- **Palm Desert Public Works Department**

County of Riverside County Assessor-County Clerk-Recorder

Property Information, Tax Maps, Deeds and Land Records
 Website: <http://pic.asrclrec.com>

Assessors County Clerk

38-686 El Cerrito Rd
 Palm Desert, CA 92211
 760.863.8732
(records available 1998-current)

Recorders Office

2724 Gateway Drive
 Riverside, CA 92507
 951.486.7043
(all records available)