



City of
Los Banos
At the Crossroads of California

**Community & Economic
Development Department**
520 J Street
Los Banos, CA 93635
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www.losbanos.org

Site Plan Review Process

I. What is a Site Plan Review?

- a. The review of a development proposal concerned with the following:
 - i. physical design
 - ii. siting vehicular and pedestrian access and circulation
 - iii. parking
 - iv. signage
 - v. landscaping
 - vi. the interrelationship of these elements

II. Review Process

- a. A complete application is submitted to the Community & Economic Development Department.
- b. Community & Economic Development Department determines completeness of application within ten (10) business days.
- c. Application is discussed at the next available Project Review Board (PRB) meeting.
- d. Applicant will receive responses regarding issues discussed at the PRB meeting.
- e. Application is scheduled for Design Review at the next available Planning Commission meeting.
- f. Applicant will receive responses regarding issues discussed at the Design Review phase at the Planning Commission meeting.
- g. Environmental Review
- h. If there are no outstanding issues, the public hearing is scheduled for next available Planning Commission meeting.
- i. Public hearing noticed 10 days prior to the meeting
 - i. Newspaper
 - ii. Mailed to property owner's within 300' radius of subject property
- j. Planning Commission, by resolution, may grant approval of the site plan subject to conditions or can deny the site plan.
- k. If denied, the applicant may file a written notice with the Community & Economic Development Department or with the City Clerk no later than 5:00 p.m. ten (10) days after the decision was made.