



PLANNING DEPARTMENT
2729 Prospect Park Drive | Rancho Cordova, CA 95670
Phone: (916) 851-8750 | Fax: (916) 851-8762

Design Review: Commercial/Industrial

Commercial Design Review is required for new commercial/industrial constructions greater than 1000 sq. ft. within the City. It is also required for exterior renovations that involve significant architectural changes. Design Review is evaluated for compliance with the City's General Plan, Zoning Ordinance, applicable Specific Plans and other related City standards. Consideration of Design Review is a discretionary act using adopted guidelines. Approval is determined through a public hearing process with the City Council.

Pre-Application Conference

Prior to submitting a formal application, the applicant is advised to make an appointment with a member of the Planning staff to discuss the project. This will allow staff to review the commercial design package and return comments to the applicant.

Materials required for a Commercial Design Review

- Completed Discretionary Entitlement Application
- 500 ft radius map and owners and occupants list labels with notarized Letter of Certification
- Completed Environmental Impact Questionnaire
- Project Description
- CD version with pdf or jpeg images
- 8.5 x 11 (1 copy)
- 11 x 17 (1 copy)
- Full size plans (8 copies)
- Color Elevations (8 copies)
- Materials Samples Board
- Landscape Plan
- Photometric Plan
- Preliminary Title Report
- Deposit: \$10,000 made payable to the City of Rancho Cordova

Please note that an application can only be deemed complete when all of the above materials are received by the Planning Department.

Please refer to Ordinance 14-2003 for additional information, or contact the Planning Department at (916) 851-8750.