

## Minor Design Review

**Minor Design Review** is required for the following, and applies to all modifications to site plans, buildings plans, façade changes, etc. when the visual appearance of site or building elements are altered. Minor Design Review is an administrative review and approval process.

- New construction of a nonresidential building or structure less than 5,000 square feet in all zoning districts.
- Nonresidential façade renovations that involve less than 5,000 square feet of existing floor area or less than 200 linear feet of façade frontage of an existing building.
- All new buildings and building expansions less than 10,000 square feet in area in industrial zoning districts OIMU, M-1, M-2.
- Significant changes to multi-family and all non-residential site plans that impact required site plan elements (e.g. required parking, shade canopy, lighting, landscaping, etc).
- The exterior remodel of multi-family residential buildings or structures.

Projects exempt from Major and Minor Design Review are listed in Section 23.140.030 of Article 1 or the Zoning Code.

### Materials required for a Minor Design Review

- Completed Discretionary Entitlement Application
- Deposit: \$5,000 made payable to the City of Rancho Cordova
- 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 (New Projects Only)
- Preliminary Title Report