



## Planning Division

Community Development Department  
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**Architectural  
and  
Site Review  
Non-Residential**  
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### Do I need an Architectural and Site Review Permit?

**For the following activities in any Industrial, Commercial, Professional Office, Public Facilities or Open Space zones a AS permit is required.**

- **New Construction.**
- **Installation.**  
This includes the location of trailers and mobile units on a site, unless such structures are temporary in nature in compliance with Article XLVII, Temporary Uses.
- **Major remodeling of structures.**  
This includes building additions, as well as alterations within any twelve (12) month period exceeding fifty percent (50%) of the floor area, facade or value of the existing building. The value shall be determined by the city building department. Major interior remodeling projects may be exempt from review if they are determined by the director of planning not to be significant in terms of potential impacts to surrounding land uses and meet all other minimum city standards.
- **Site improvements in commercial and industrial districts to:**
  - Establish a use on a property for which prior legal improvements have not been installed. Example: grading, paving and fencing.
  - Expand an existing use for which prior legal improvements have not been installed. Ex. grading, paving and fencing.
- **Creating 2.5K sf or more of impervious surface.** This includes: on or above ground, through installation, construction, or replacement. The calculation of the two thousand five hundred (2,500) square feet of new or replaced impervious surface shall represent the total of all newly created impervious surfaces, whether on structures, pavement, or any other surface.
- **Use of a lot for outdoor uses or storage purposes.**
- **Relocating or moving buildings.**
- **Building additions or accessory structures** more than 1000 sf **or** 20% of the building area, whichever is smaller.
- **Above ground storage tank:** Above ground storage tanks of 2K gallons or more in zoning districts other than industrial zoning districts and an above ground storage tank of 10K gallons or more in an industrial zoning district.
- See separate handout for Architectural and Site Review req's for Building Demolition or Historic

**Note:** All Architectural and Site Review applications in the Murray-Las Animas Ave. combining district are subject to approval by the Planning Commission following a duly noticed public hearing. This district is geographically located between Leavesly ave. to the south, Fwy. 101 to the east, Cohansey Ave. to the north and Monterey St. to the west.

## **General Information on Architectural and Site Review Permits**

### **Purpose of an AS permit:**

The intent of architectural and site approval is to maintain or improve the character and integrity of a neighborhood or area by promoting excellence in development, preventing undue traffic hazards or congestion, and encouraging the most appropriate development and use of land in harmony with the surrounding environment and in accordance with the general plan.

### **Scope of Review**

The Planning Director\* reviews the application to ensure that the development addresses and adequately meets requirements for the following:

- Traffic Safety and Efficiency
- Outdoor Advertising and Signs
- Site Development
- Landscaping
- Drainage and Flood Control
- Health Standards
- Fire Protection
- Environmental Impacts

### **Conditions**

The granting of architectural and site review permit approval may include such conditions as the planning director deems reasonable and necessary under the circumstances to carry out the requirements of the zoning district and the intent of architectural and site approval, and to insure that the development will meet the requirements enumerated in section 30.50.43.

\*Projects within a PUD overlay or Historic overlay districts are subject to elevated review with Historic Heritage Commission, Planning Commission and/or City Council.