



City of San Bernardino

Community Development Department | Planning Division

BUILDING ELEVATIONS – SUBMITTAL REQUIREMENTS

The following list outlines the submittal requirements for building elevations for entitlement review. Please consult the San Bernardino Development Code and the Planning Division with any questions. Building elevations must comply with the following requirements/include the following information:

DIMENSION / ORIENTATION

1. All building elevation plans shall be fully dimensioned. The scale must be drawn to an architectural scale of not less than $\frac{1}{4}$ inch = 1 foot.
2. The floor plan shall be at least 24 x 36 inches in size, FOLDED to no larger than 8.5 x 14 inches.
3. For projects that have multiple buildings, include a sheet for each floor of each building.
4. Photosimulations may be necessary to show adequate screening viewshed and the overall concept of the project, and should be coordinated with the Planning Division. Photosimulations shall show the landscape's conceptual design including types, size and textures of plant, screening, and massing. The photos should be taken from various locations and/or angles for which the public would typically view the site. Before and after photo exhibits should be presented.
5. Renderings of buildings shall accurately depict the surrounding buildings landscape, etc., and shall show proposed on-site landscaping at five years growth.
6. Provide a legend including the scale, north arrow and description of all symbols used on the plan.

TITLE BLOCK

The Title Block shall include:

- The address of the project
- The Assessor's Parcel Number(s)
- The name, address, and phone numbers or email addresses of:
 - Applicant
 - Person preparing the plan and their license/seal/expiration signature and date signed
 - Property Owner
- Date of latest revision. Any future revisions shall be clearly annotated.

PROJECT INFORMATION LIST

Provide the gross and net square footage existing and proposed on-site buildings.

ELEVATION DETAILS

1. Buildings and structures must be labeled to indicate the use of each building existing and proposed on the project site.
2. Provide elevations of all four sides of the exterior of on-site buildings or structures and label in terms of direction (east west, north, south).

3. Indicate building dimensions – both height and width – for each elevation. This shall include roof projections, attached screen walls, etc.
4. Identify the types and colors of all building materials to be used in the construction of the building exteriors, including wall covering, accent trim, fascia, doors, windows, columns, wainscoting roofing, etc.
5. Show on-building sign area locations, depicting their relationship with the building's architecture maximum sign area permitted per the San Bernardino Development Code and style/materials anticipated to be used in the sign construction.
6. Identify all roof-mounted equipment including the height and show the method of screening and parapet heights.
7. Show all on-building lighting and provide fixture details. Except for decorative lighting all fixtures are required to have flat lenses that are not exposed on the horizontal plane, to ensure off-site glare will not occur.
8. Show all exterior mechanical or utility equipment.
9. Delineate the architectural details of all walls, fences, and gates, including the height dimensions, materials and colors.
10. Identify all existing and proposed grades, including those for projects within a FEMA-designated floodplain.

ROOF PLAN

Provide a roof plan for each building (including slope, materials equipment, equipment screening and venting).