

USE OF STORY POLES

BACKGROUND:

Story poles are used to show the elevations and silhouette of a proposed building or an addition to an existing building. The entire three-dimensional building envelope of the proposed addition must be story poled, including portions below 16 feet in height, as well as chimneys, balconies, eaves beyond two feet in length, exterior stairways, and other architectural features as determined by Staff. Story poles are intended to aid neighbors, Staff personnel, and members of decision-making bodies in their evaluation of a proposed project.

INSTALLATION:

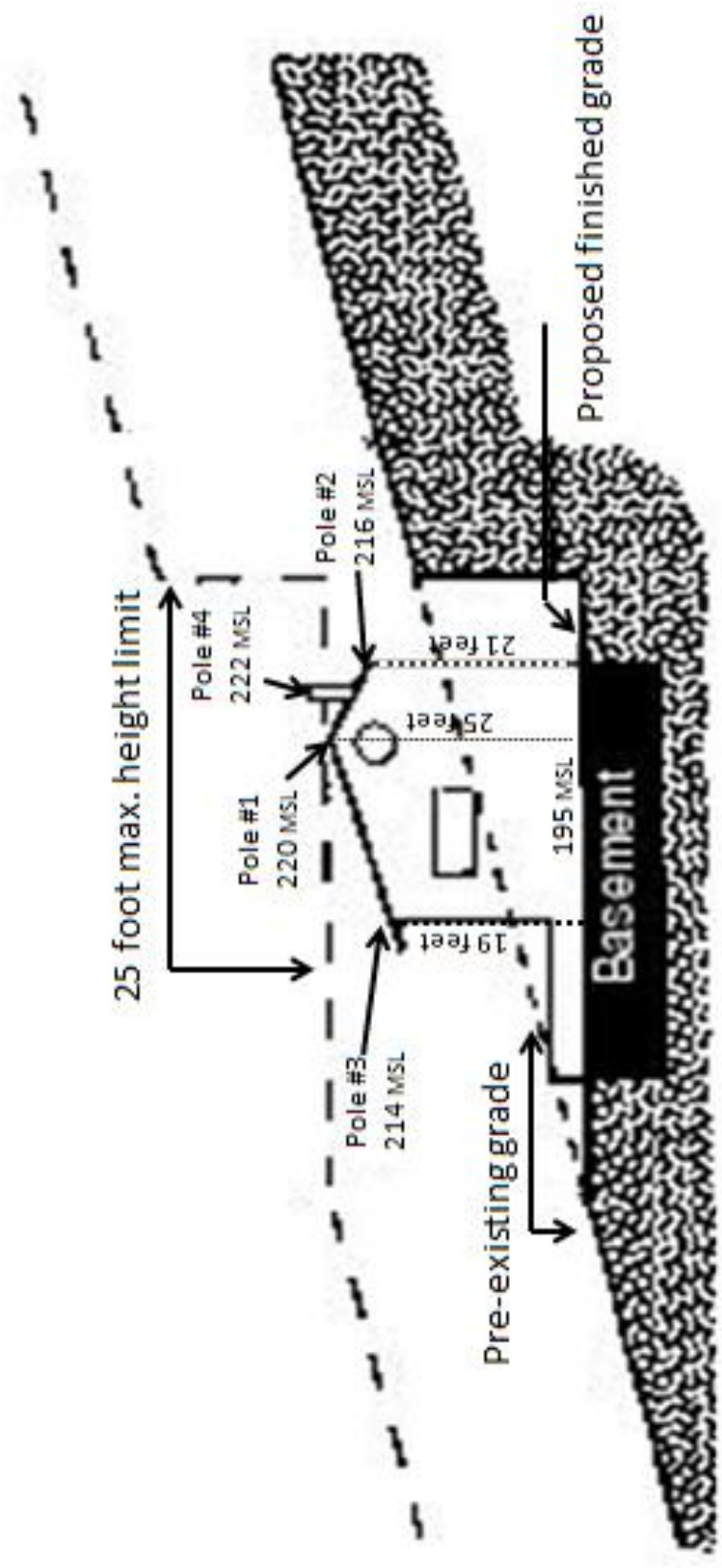
- Prior to erecting the story poles, the applicant and/or representative **must** contact the Community Development Department to discuss the story polling process and procedures, and to review and approve the story pole plot plan prior to construction.
- The story poles must be constructed as per an approved and certified story pole plan.
- Story poles shall be erected of white PVC pipe in combination with wire or line to show roof lines. A similar white material may be approved by the Community Development Director and shall be requested before the poles are erected. Small pieces of brightly colored cloth or tape should be affixed to the wire or line to facilitate accurate viewing of the outline of the proposed structure. Eaves that extend beyond two feet should be shown with different colored cloth or tape.
- Story poles shall be marked at every foot for the entirety of the pole. Every fifth foot marker should be a contrasting color.
- Each story pole shall be numbered and shall correspond with the numbering on the approved and certified story pole plot plan. Each number on the story pole must be a minimum size of two (2) inches by three (3) inches, must be placed one (1) foot below the top and four (4) feet above the bottom of the pole, and must remain legible throughout the entire process. The use of black vinyl self-stick numbers is highly recommended.
- If a story pole string line is altered to reflect a project design revision, the flags attached to the revised string line should be a different color to reflect the proposed modification.

CERTIFICATION/INSPECTION

- The accuracy of the structural outline established by the story poles shall be verified by a signed statement of a licensed surveyor or civil engineer on a story pole plot plan.
- Prior to the View Assessment Commission's first duly noticed public hearing date, City Staff may make an on-site inspection to verify compliance with the approved story pole plan.
- In the event that the required story poles are not erected according to the approved story pole plan, an application may be continued from its scheduled hearing date to a subsequent meeting so that the story poles may be corrected.

The attached sketches illustrate a typical story pole installation.

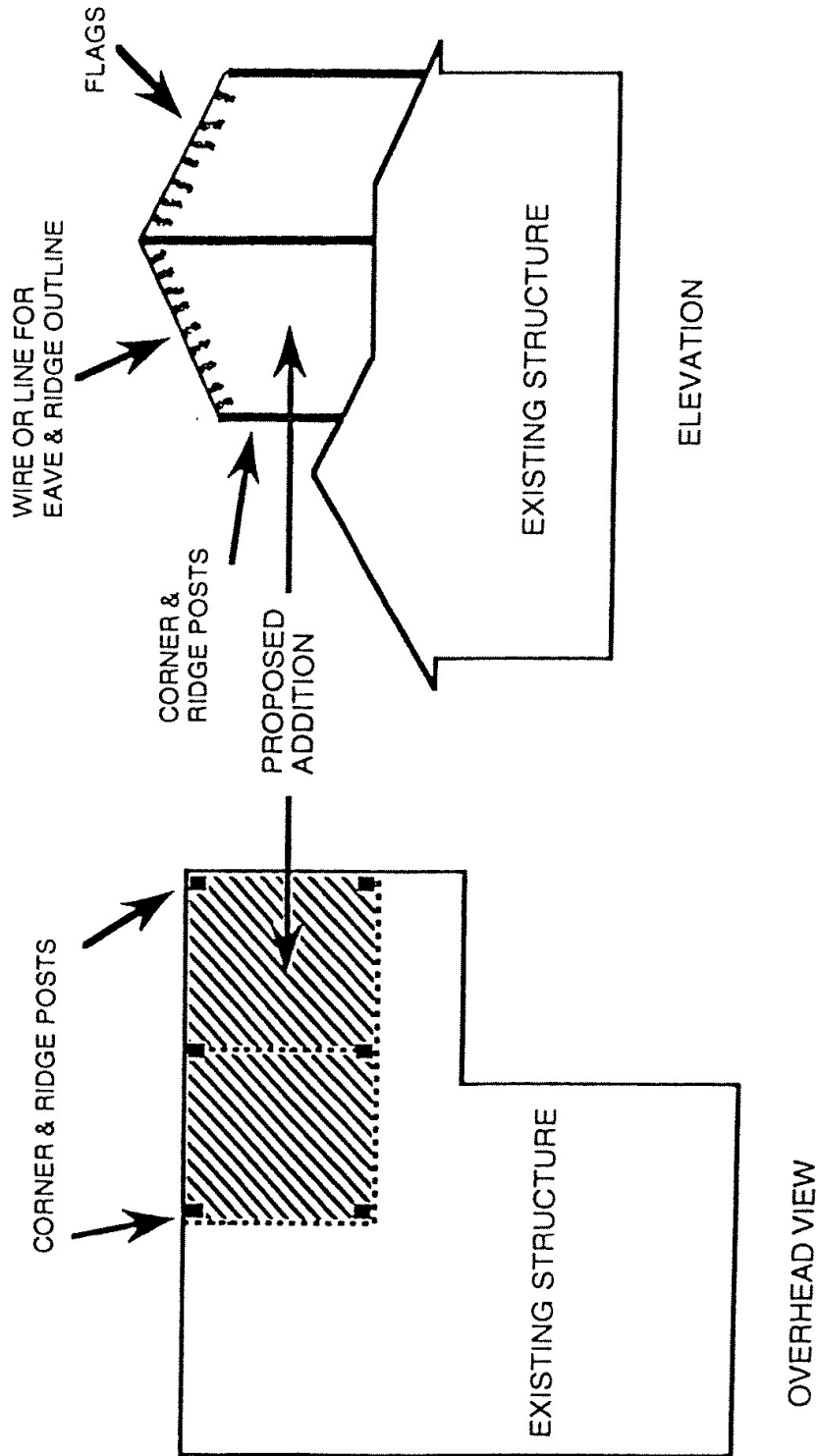
Story Pole Elevation Illustration



Contact your project Planner if you have additional questions

* Illustration is not to scale

STORY POLE ILLUSTRATION





CITY OF SOLANA BEACH

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STORY POLE HEIGHT CERTIFICATION

Date: _____

Assessor's Parcel No.: _____

Site Address: _____

Owner's Name: _____

This is to certify that on _____ the story poles located on the above referenced site were surveyed by the undersigned, and found to be in conformance with the attached story pole plot plan. In addition, the following measurements were found:

Highest point of the story poles: _____ (M.S.L.)*

Pre-existing grade: _____ (M.S.L.)*

Finished grade elevation: _____ (M.S.L.)*

Finished floor elevation: _____ (M.S.L.)*

TOTAL MAXIMUM HEIGHT: _____

PLEASE NOTE: The story poles must show and include the total height must include roofing materials. At framing inspection, a **Height Certification** will be required which must be in exact conformance with the maximum height shown on Story Pole Height Certification.

For additional information, please contact me at _____ (phone number)

Licensed Land Surveyor

Seal of Registration:

*Mean Sea Level (MSL) — all measurements must utilize an established benchmark that will not change over the course of the project.