

# SB 1214 - PERMISSION TO DISTRIBUTE ARCHITECTURAL DOCUMENTS FORM

**Senate Bill 1214 (SB 1214) requires local planning agencies to ensure copyrighted architectural drawings are made available to the public in a manner that does not facilitate their copying unless the copyright owner grants permission. Please note that SB 1214 only applies to architectural plan sets. All other plan sets remain public record.**

If the design professional or copyright owner does not authorize the sharing of architectural plans, SB 1214 requires that they provide to the planning agency a massing diagram and site plan, as defined in California Government Code [65103.5 \(f\)](#), for public distribution and online posting. If none are provided at initial submittal, permission is deemed to be granted for public distribution per Government Code Section 65103.5(e).

**FOR QUESTIONS** - Speak with a City Planner at 408-535-3555 during these [phone service hours](#).

Para información en español, comuníquese con un Planificador de la ciudad al **408-793-4100**.

Để được hỗ trợ, nói chuyện với người lập kế hoạch thành phố tại **408-793-4174**.

## INSTRUCTIONS

Please download and save this computer-fillable form to your computer. Follow instructions for [Digital Forms](#). Include the completed form in the application package submitted with your development application.

ENTER PROJECT ADDRESS:

**Regarding architectural documents submitted as part of a project application, I understand I have the option to deny or grant permission for the public distribution of such documents:**

- Yes - The design professional or owner of the copyright **grants permission** to the City of San José Planning Division to publicly distribute and post online architectural documents that have been submitted as part of this project application.
- No - The design professional or owner of the copyright **does not grant permission** to the City of San José Planning Division to publicly distribute and post online architectural documents that have been submitted as part of a project application. By selecting "No" I agree to provide a massing diagram and site plan in my plan submittal package as defined below.
- **Massing diagram** - A diagram showing the three-dimensional form of a building and describing the general profile, bulk, setbacks, and size of the building, but does not contain specific architectural detail.
  - **Site plan** - A document for a project that is drawn to scale and displays all of the following: (A) Property lines, (B) Setback lines, (C) Topographic lines, (D) Easements, (E) Drainage, (F) Utilities, (G) Lighting, (H) Driveways, (I) Surrounding streets and traffic flow, (J) Parking lots and parking spaces, (K) Landscaped areas, (L) Setback distance between buildings and property lines, (M) Outline of existing and proposed buildings and structures, (N) Distance between buildings, and (O) Ground sign location.
  - Massing Diagram and Site Plan must include the name and contact information of Architectural firm.

## DESIGN PROFESSIONAL OR OWNER OF THE COPYRIGHT

PRINT NAME:

● SIGNATURE

DATE: [MM/DD/YYYY]

For electronic submittal or virtual appointments, a [Digital ID Signature](#) is required.

For in-person appointments, an original ink signature is required.