

## **Preliminary Site & House Plan** **Review Checklist**

A permit application will not be accepted unless all of the following items are submitted or completed with:

1. Submit completed application form filled out with all pertinent information including the specific type of project and signed by applicant.
2. Plan review fee of \$2,600 shall be paid at the time the application is submitted.
3. Site Plan – Five (5) copies are required. Site plan shall be drawn to a scale of 1/8"=1'-0" or 1"=10'-0".

The following information must be shown or noted on the site plan:

- a. North arrow.
- b. Footprint of residence, roof overhang locations, and other existing objects around the perimeter.
- c. Show staked location of property corners; on circle lots, the center stake. Show lot numbers including adjacent lot lines, streets, utility easements, building setback lines, fire hydrant location, utility covers/manholes, utility pedestals/boxes, underground service points, and any other existing objects within or directly adjacent to the lot.
- d. Walkways, driveways, patios, decks, gazebos, retaining walls, fence enclosures, patio screens, planters, exterior light columns or posts not attached to the house, air conditioner or heat pump and screening, etc.
- e. Underground propane tank location and size.
- f. Downspout piping in underground conduits to proposed discharge points. Also show any catch basins and the direction or flow of existing and proposed surface drainage.
- g. Provide topographical survey datum per U.S. Geological survey datum specific to Rancho Murieta. Existing and proposed contours at one (1) to two (2) foot intervals.
- h. Finish floor elevations including main floor level(s) and the garage slab.
- i. Accurate location and numerical identification of all oak trees within and directly adjacent to the construction site including their trunk diameter and drip lines. Graphically indicate all trees on the plan, including the trunk diameter and canopy, clearly showing those proposed for removal. A Rancho Murieta Association (RMA) tree permit must be submitted with the house plans for removal of existing oak trees.
- j. The location of a 3" solid SCH 40 PVC or equal conduit (with capped ends) to be installed under the driveway and walkways adjacent to the curb to accommodate future utility modifications.
- k. Garbage can location and screening.

i. Fence location – 4’ or 5’ high, black ornamental metal fence in the North, 6’-0” high redwood fence or 5’-0” high Navajo white ornamental metal fence along the golf course in the South.

4. House Plans – Two (2) copies are required. House plans will be drawn to a scale of  $\frac{1}{4}'' = 1'-0''$ . You are required to submit floor plans, exterior building elevations, roof plan, building sections, and any other pertinent drawings showing any exterior features of the residence (i.e. materials, color, etc.)