



LAND DEVELOPMENT APPLICATION
TYPE OF APPLICATION

- | | | |
|---|--|--|
| <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Design Review (DRB) | <input type="checkbox"/> Tentative Subdivision Map |
| <input type="checkbox"/> Precise Development Plan | <input type="checkbox"/> Design Review (Staff Level) | <input type="checkbox"/> Final Subdivision Map |
| <input type="checkbox"/> Condominium Use Permit | <input type="checkbox"/> Variance(s) _____ # | <input type="checkbox"/> Parcel Map |
| <input type="checkbox"/> Zoning Text Amendment | <input type="checkbox"/> Floor Area Exception | <input type="checkbox"/> Lot Line Adjustment |
| <input type="checkbox"/> Rezoning or Prezoning | <input type="checkbox"/> Tidelands Permit | <input type="checkbox"/> SB9 Lot Split |
| <input type="checkbox"/> General Plan Amendment | <input type="checkbox"/> Sign Permit | <input type="checkbox"/> SB9 Housing Development |
| <input type="checkbox"/> Temporary Use Permit | <input type="checkbox"/> Tree Permit | <input type="checkbox"/> Other _____ |

APPLICANT REQUIRED INFORMATION

SITE ADDRESS: _____ **PROPERTY SIZE:** _____

PARCEL NUMBER: _____ **ZONING:** _____

PROPERTY OWNER: _____

MAILING ADDRESS: _____

PHONE: _____ **E-MAIL:** _____

APPLICANT (Other than Property Owner): _____

MAILING ADDRESS: _____

PHONE: _____ **E-MAIL:** _____

ARCHITECT/DESIGNER/ENGINEER: _____

MAILING ADDRESS: _____

PHONE: _____ **E-MAIL:** _____

Please indicate with an asterisk () persons to whom Town correspondence should be sent.*

BRIEF DESCRIPTION OF PROPOSED PROJECT (attach separate sheet if needed):

Before the application can be accepted, the owner of each property involved must provide a signature to verify the Preliminary Application is being filed with their knowledge. Staff will confirm ownership based on the records of the Town Engineer or County Assessor. In the case of partnerships, corporations, LLCs or trusts, the agent for service of process or an officer of the ownership entity so authorized may sign as stipulated below.

Ownership Disclosure. If the property is owned by a partnership, corporation, LLC or trust, a disclosure identifying the agent for service or process or an officer of the ownership entity must be submitted. The disclosure must list the names and addresses of the principal owners (25 percent interest or greater). The signatory must appear in this list of names. A letter of authorization, as described below, may be submitted provided the signatory of the letter is included in the Ownership Disclosure. Include a copy of the current partnership agreement, corporate articles, or trust document as applicable.

Letter of Authorization (LOA). A LOA from a property owner granting someone else permission to sign the Preliminary Application form may be provided if the property is owned by a partnership, corporation, LLC or trust, or in rare circumstances when an individual property owner is unable to sign the Preliminary Application form. To be considered for acceptance, the LOA must indicate the name of the person being authorized to file, their relationship to the owner or project, the site address, a general description of the type of application being filed and must also include the language in items 1-3 below. In the case of partnerships, corporations, LLCs or trusts, the LOA must be signed by the authorized signatory as shown on the Ownership Disclosure or in the case of private ownership by the property owner. Proof of Ownership for the signatory of the LOA must be submitted with said letter.

Grant Deed. Provide Copy of the Grant Deed if the ownership of the property does not match local records. The Deed must correspond exactly with the ownership listed on the application.

Multiple Owners. If the property is owned by more than one individual signatures are required of all owners.

1. I hereby certify that I am the owner of record of the herein previously described property located in the Town of Tiburon which is involved in this Preliminary Application, or have been empowered to sign as the owner on behalf of a partnership, corporation, LLC, or trust as evidenced by the documents attached hereto.
2. I hereby consent to the filing of this Preliminary Application on my property for processing by the Community Development Department of the Town of Tiburon for the sole purpose of vesting the proposed housing project subject to the Planning and Zoning ordinances, policies, and standards adopted and in effect on the date that this Preliminary Application is deemed complete.
3. Further, I understand that this Preliminary Application will be terminated and vesting will be forfeited if the housing development project is revised such that the number of residential units or square footage of construction increases or decreases by 20 percent or more, exclusive of any increase resulting from the receipt of a density bonus, incentive, concession, waiver, or similar provision, and/or an application requesting approval of an entitlement is not filed with the Community Development Department within 180 days of the date that the Preliminary Application is deemed complete.
4. By my signature below, I certify that the foregoing statements are true and correct.
5. I understand that the requested approval is for my benefit (or that of my principal). Therefore, if the Town grants the approval, with or without conditions, and that action is challenged by a third party, I will be responsible for defending against this challenge, with the defense counsel subject to the Town's approval. I therefore agree to accept this responsibility for defense at the request of the Town and also agree to defend, indemnify and hold the Town harmless from any costs, claims or liabilities arising from the approval, including, without limitation, any award of attorney's fees that might result from the third-party challenge.

Signature: _____
 Printed Name: _____
 Date: _____

Signature: _____
 Printed Name: _____
 Date: _____

I understand that the property involving this permit request may be subject to deed restrictions called Covenants, Conditions and Restrictions (CC&Rs), or similar instruments that may restrict the property's use and development. These deed restrictions are private agreements and are NOT enforced by the Town of Tiburon. Consequently, development standards specified in such restrictions are NOT considered by the Town when granting permits.

I am hereby advised to determine if the property is subject to deed restrictions and, if so, contact the appropriate homeowner's association or affected parties about the proposed project prior to proceeding with the application. Following this procedure will minimize the potential for disagreement among parties and possible litigation.

Signature (required):* _____ Date: _____

****If other than owner, you must submit an authorization letter from the owner or show evidence of de facto control of the property or premises for purposes of filing this application.***

NOTICE TO APPLICANTS

Pursuant to California Government Code Section 65945, applicants may request to receive notice from the Town of Tiburon of any general (non-parcel-specific), proposals to adopt or amend the General Plan, Zoning Ordinance, Specific Plans, or an ordinance affecting building or grading permits.

If you wish to receive such notice, then you may make a written request to the Director of Community Development to be included on a mailing list for such purposes and must specify which types of proposals you wish to receive notice upon. The written request must also specify the length of time you wish to receive such notices (s), and you must provide the Town a supply of stamped, self-addressed envelopes to facilitate notification. Applicants shall be responsible for maintaining the supply of such envelopes to the Town for the duration of the time period requested for receiving such notices.

The notice will also provide the status of the proposal and the date of any public hearings thereon which have been set. The Town will determine whether a proposal is reasonably related to your pending application and send the notice on that basis. Such notice shall be updated at least every six weeks unless there is no change to the contents of the notice that would reasonably affect your application. Requests should be mailed to: **Town of Tiburon Planning Division, 1505 Tiburon Boulevard Tiburon, CA 94920** or emailed to **plans@townoftiburon.org**.



COPYRIGHT MATERIALS RELEASE: LIMITED LICENSE TO REPRODUCE ARCHITECTURAL/ENGINEERING PLANS

To the extent that your application submittal packet includes plans or drawings prepared by a licensed, registered, or certified professional, as defined pursuant to the California Health and Safety Code Section 19851 or Business and Professions Code Section 5536.25, such as a licensed engineer, architect or other design professional, the Town must first obtain the signature release and permission of said professional prior to publication or reproduction of any such plans or drawings. Such drawings and plans may also be protected by copyright laws. By signing below, you are granting the Town of Tiburon a limited license authorizing the Town to reproduce and publish plans and drawings submitted with your application packet for a period of time limited to the duration of the public review process, including making plans and drawings available on the Town's website for public review and providing electronic reproductions to the Town's review boards and commissions. The purpose of this limited license is limited solely to the purpose of facilitating the timely review of this application, and the plans and drawings will not be utilized by the Town for other purposes. By signing below, those individuals who have prepared plans and drawings submitted with this application agree to the limited license described herein for the publication or reproduction of any such plans or drawings by the Town. If you wish to revoke this license at any time, please contact the Planning Department.

Signature of Owner: _____ Date: _____

Signature of Architect: _____ Date: _____
(where applicable)

Signature of Engineer: _____ Date: _____
(where applicable)



Town of Tiburon
 1505 Tiburon Boulevard
 Tiburon, California 94920
 (415) 435-7373 | www.townoftiburon.gov

SUPPLEMENTAL APPLICATION FOR SB 9 MINISTERIAL HOUSING DEVELOPMENT

Please complete this application form to request consideration of a housing development project of up to two new dwelling units per lot pursuant to Sections [6585.21](#), [66411.7](#), and [66452.6](#) of the California Government Code and Title IV, Chapter 16, Section 16-77.010 (Two-Unit Housing) and Section 14-3.313 (Urban Lot Splits) of the Tiburon Municipal Code.

Fees

_____ (\$2,825) Ministerial Housing Development Application

Eligibility Requirements

If the answers to all "Eligibility Requirements" questions below are "yes" or "N/A", the application is eligible for ministerial review. If the answer to any question is "no", the application is ineligible.

Location and Eligibility Requirements	YES	NO	N/A
1. Is the parcel located within a single-family residential zone?			
2. Is this a parcel which has been legally created in compliance with the Subdivision Map Act (Government Code Section 66410 et seq.) and the Town's Subdivision Regulations in effect at the time the parcel was created?			
3. Would the proposed two-unit housing development have a specific, adverse impact, as defined and determined in Government Code section 65589.5, subdivision (d)(2), upon public health and safety?			
4. Does the proposed urban lot split avoid demolition or alteration of "protected housing"?			
5. Is the property free from a recorded covenant, ordinance, or law restricting rents to affordable levels for moderate, low, or very low-income households?			
6. Is the property free from rent control under valid local rent control provisions?			
7. Has the housing on the property been vacant of tenants for at least the past three years?			
8. Has the parcel remained continuously available for rent or lease (i.e., it has not been withdrawn from the rental market under Government Code § 7060 [Ellis Act]) within the past 15 years?			

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Location and Eligibility Requirements <i>continued</i>	YES	NO	N/A
9. Is this the first SB 9 urban lot split proposed for the parcel?			
<p>10. The development will not be located on a property that is classified as:</p> <ul style="list-style-type: none"> a. Historic Property. The parcel is not located within a historic district or property included on the State Historic Resources Inventory, as defined in Section 5020.1 of the Public Resources Code, or does not contain a Historic Structure or is not listed as a town or county landmark or historic property or district. b. Very high fire hazard severity zone. The parcel is not within a very high fire hazard severity zone, as determined by the Department of Forestry and Fire Protection pursuant to Government Code Section 51178, or within a state responsibility area, as defined in Section 4102 of the Public Resources Code.¹ c. Hazardous waste sites. The parcel is not identified as a hazardous waste site pursuant to Government Code Section 65962.5 or a hazardous waste site designated by the Department of Toxic Substances Control pursuant to Health and Safety Code Section 25356, unless the State Department of Public Health, State Water Resources Control Board, or Department of Toxic Substances Control has cleared the site for residential use. d. Earthquake fault zone. The parcel is not located within a delineated earthquake fault zone as determined by the State Geologist on any official maps published by the State Geologist, unless the two-unit housing development complies with applicable seismic protection building code standards adopted by the California Building Standards Commission under the California Building Standards Law (Part 2.5 (commencing with Section 18901) of Health and Safety Code Division 13), and by any local building department under Chapter 12.2 (commencing with Section 8875) of Division 1 of Title 2. e. Flood zone. The parcel is not located within a special flood hazard area subject to inundation by the 1 percent annual chance flood (100-year flood) on the official maps published by the Federal Emergency Management Agency unless a letter of map revision prepared by the Federal Emergency Management Agency has been issued or if the proposed two-unit housing development is constructed in compliance with the provisions of Town Code Chapter 13D, Section 13D-4, "Basis for establishing the areas of special flood hazard," as determined by the floodplain administrator. f. Natural habitat. The parcel is not recognized by the Town as a habitat for protected species identified as a candidate, sensitive, or species of special status by State or Federal agencies, fully protected species, or species protected by the Federal Endangered Species Act of 1973 (16 U.S.C. Sec. 1531 et seq.), the California Endangered Species Act (Chapter 1.5 (commencing with Section 2050) of Division 3 of the Fish and Game Code), or the Native Plant Protection Act (Chapter 10 (commencing with Section 1900) of Division 2 of the Fish and Game Code). g. Prime farmland and wetlands. The parcel does not contain either prime farmland or farmland of statewide importance, as defined pursuant to the United States Department of Agriculture land inventory and monitoring criteria, as modified for California, and designated on the maps prepared by the Farmland Mapping and Monitoring Program of the Department of Conservation, or land zoned or designated for agricultural protection or preservation by a local ballot measure that was approved by the voters of that jurisdiction; or wetlands, as defined in the United States Fish and Wildlife Service Manual, Part 660 FW 2 (June 21, 1993). h. Conservation easements. A parcel subject to a recorded conservation easement. 			

¹This subparagraph does not apply to sites that have adopted fire hazard mitigation measures pursuant to existing building standards or state fire mitigation measures applicable to the development, including, but not limited to, standards established under all of the following or their successor provisions: (i) Section 4291 of the Public Resources Code or Section 51182, as applicable; (ii) Section 4290 of the Public Resources Code; and (iii) Section 7A of the California Building Code (Title 24 of the California Code of Regulations).

OBJECTIVE SB 9 HOUSING DEVELOPMENT STANDARDS

If the answers to all "Proposed Development Standards" questions below are "yes" or "N/A", the application meets Town's objective development standards per Section 16-77.050. If the answer to any question is "no", the application is ineligible as it does not meet the objective standards. Please provide evidence as to the application's eligibility for ministerial review; failure to do will result in an incomplete application.

Proposed Development Standards	YES	NO	N/A
Does the proposed development result in no more than two primary units per lot?			
Does the proposed development comply with the maximum building height specified in the applicable zoning district regulations?			
Does the proposed two-unit housing development, including attached and detached garages and accessory structures, comply with all required setbacks, including: <ul style="list-style-type: none"> a. A minimum of four feet for rear and side yards (for the main structure and attached garages)? b. The minimum front yard setback specified in the applicable zoning district? c. The setback requirements for detached garages and detached accessory structures as specified in the applicable zoning district? 			
If the proposed two-unit housing development is attached, does it comply with all applicable building code safety standards and is it designed to allow separate conveyance of each unit?			
Does the proposed two-unit housing development comply with the maximum floor area ratio and lot coverage requirements specified in the applicable zoning regulations (except that any unit of 800 square feet or less is permitted)? ²			
Parking. Does the proposed two-unit housing development provide at least one off-street parking space per unit, unless either of the following is applicable: <ul style="list-style-type: none"> a. The parcel is located within one-half mile walking distance of either a high-quality transit corridor, as defined in Public Resources Code section 21155, subdivision (b), or a major transit stop, as defined in Public Resources Code section 21064.3. b. There is a car share vehicle located within one block of the parcel. 			
Will all rentals of the two-unit housing development be for terms longer than thirty (30) days, with short-term rentals prohibited?			
Lighting. Per 16-30.070, does the proposed development comply with exterior lighting, including all the following? <ul style="list-style-type: none"> a. Are all proposed exterior lights shielded and directed downward so they do not produce off-site glare or illuminate adjacent property? b. Are all skylights shall be bronzed or tinted c. No lights will be placed in or directed up into the skylight wells. 			
Per TMC 16-30.030 (F), Do all proposed projections, such as sills, bay windows, cornices, architectural features, entry roofs, and eaves extend no more than three feet into the required front, side or rear setback?			
Any protected tree to be removed as part of a new residential unit shall require a tree removal permit under Chapter 15A.			

² For flag/corridor lots, the gross lot size includes the access corridor when determining FAR and lot coverage, as follows: (a) if an easement provides access, the access corridor is included in the gross lot size of the lot granting the easement; and (b) if the access corridor is owned in fee as part of the rear lot, the access corridor is included in the gross lot size of the rear lot.

CONFORMANCE WITH ZONING DISTRICT STANDARDS

Please complete the table below to demonstrate the conformance with the required developments standards for the underlying zoning pursuant to [Tiburon Municipal Code Chapter 16, Section 16-21.040](#).

DEVELOPMENT STANDARDS	Required Per Zone	Existing Calculation	Proposed Calculation
Lot Area	sq. ft.	sq. ft.	sq. ft.
Lot Width	ft.	ft.	ft.
Setbacks from property line			
Front	ft.	ft.	ft.
Rear	ft.	ft.	ft.
Right Side	ft.	ft.	ft.
Left Side	ft.	ft.	ft.
Maximum Height			
Main	ft.	ft.	ft.
Accessory	ft.	ft.	ft.
Lot Coverage	sq. ft.	sq. ft.	sq. ft.
Lot Coverage as Percent	%	%	%
Gross Floor Area			
Residence	sq. ft.	sq. ft.	sq. ft.
Garage	sq. ft.	sq. ft.	sq. ft.
ADU	sq. ft.	sq. ft.	sq. ft.

SB 9 HOUSING DEVELOPMENT DESIGN REVIEW PERMIT SUBMITTAL CHECKLIST

These standards describe how information should be provided to the Planning Division and will be used to assess the completeness of a planning application. Incomplete or inaccurate information may result in project delays and additional costs to the applicant.

Please speak to a planner if you would like clarification before submitting an application. References to the Tiburon Municipal Code (TMC) can be viewed online at:

https://library.municode.com/ca/tiburon/codes/code_of_ordinances.

If you believe that any of the above requirements do not pertain to your project, please call the Planning Division at (415) 435-7395 or email plans@townoftiburon.org to make an appointment to meet with a planner. Applicants and their agents (architect, contractor, engineer, etc.) are encouraged to discuss the application with the Planning staff early in the planning process. Planning staff will be happy to review all procedures with you and answer any questions you have. There is no fee charged for any meetings or discussions prior to the submittal of an application fee. Please note that all housing development applications, including ADU application, will require a building permit application if approved.

Digital copies of plans and application materials must be submitted to plans@townoftiburon.org. All electronic submittals shall be in .pdf format, sized no larger than 11x17, unless otherwise indicated herein. Digital plans must include the required scale. In general, the following are required for a complete application unless specifically noted otherwise in writing by Planning Division staff. Please contact the Planning Division, and staff will assist you with application submittal requirements

<u>General Notes</u>	
All plans shall be legible and adhere to the following standards:	
1. Include a Title Block with the project name, revision date, title, preparer's name, preparer's contact info, and sheet number.	Initial: _____
2. Include the site address and assessor's parcel number (APN) on each sheet.	Initial: _____
3. Include a graphic scale and north arrow on each sheet.	Initial: _____
4. Label all dimensions and distances in feet or inches.	Initial: _____
5. Plans shall be legible and provided at an engineer scale no smaller than 1" = 40' or an architect scale no smaller than 1/8" = 1'	Initial: _____
6. Ensure that all details and information necessary to demonstrate zoning conformance are provided (including but not limited to floor area, required yards, underground utilities, and mechanical screening)	Initial: _____
7. Provide a statement by licensed professional (if prepared by licensed architect, landscape architect, surveyor, engineer, etc.) allowing reproduction of plans during the public review process	Initial: _____
8. Provide a statement by licensed professional (if prepared by licensed architect, landscape architect, surveyor, engineer, etc.) allowing reproduction of plans during the public review process	Initial: _____
<u>Title Report</u>	
1. Submit current title report. All title reports should be current within 90 days, and they must typically be procured from a title company. They must include a legal description of the property, and all easements, covenants and deed restrictions.	Initial: _____

Site Plan depicting all of the following:	
1. Vicinity map: Vicinity map showing abutting streets, alleys, and major cross streets within 300 feet.	Initial: _____
2. Existing Utilities Map: water, sewer, gas, electrical, storm drains.	Initial: _____
3. Property: Property lines, dedications, easements of record, and lot area.	Initial: _____
4. Location of buildings and structures (existing and proposed) with distance measurements to all property lines and nearby structures.	Initial: _____
5. Fencing or Screening: Location of walls, fences, open spaces, driveways, parking areas and pedestrian walkways (existing and proposed). Detail including height and material specification shall be provided for fences and walls.	Initial: _____
6. Accessibility: Site accessibility improvements (as required by the California Building Code and Americans with Disabilities Act).	Initial: _____
7. Access Points: Location of all entrances exits and walkways.	Initial: _____
8. Mechanical Equipment: Exterior ground-mounted mechanical equipment and utilities including transformer boxes, valves, air conditioners, fire department connections, backflow prevention assemblies, standpipes, etc.	Initial: _____
9. Lighting Plan: Location of all exterior lighting; provide type of fixtures and indicate that the lighting complies with the Town's standards to be downward directed and shielded. Fixture types, locations, mounting height. Light trespass calculations, downward shield compliance. Must include the following: <ul style="list-style-type: none"> • Location and type of fixed exterior lighting, both fixed to the building and free standing, for circulation, security, landscaping/building accent purposes. • Photometric plan prepared by a qualified professional that indicates light levels (expressed in footcandles) on-site, on adjoining right-of-way and on adjoining properties. • Lighting (pole and fixture) cut sheets with specifications. 	Initial: _____
10. Landscape: All planted areas and areas to be planted (including location of existing trees).	Initial: _____

<p>11. Zoning Standards: Summary of project statistics including zoning, square footage, lot coverage, floor area ratio (as applicable), site landscaping and parking requirements.</p> <ul style="list-style-type: none"> a. Lot Area: total square footage or acreage b. Lot(s) Width and Depth c. Setbacks <ul style="list-style-type: none"> i. Required vs. proposed for front, side, rear ii. Any encroachments or variances requested d. Building Coverage <ul style="list-style-type: none"> i. Percentage of lot covered by structures e. Floor Area Ratio <ul style="list-style-type: none"> i. Show calculations (total building area ÷ total lot area) f. Building Height(s) <ul style="list-style-type: none"> i. Maximum allowed vs. proposed 	<p>Initial: _____</p>
<p><u>Preliminary Grading and Drainage Plan</u></p>	
<p><i>(Additional information may be required for a Grading Permit.)</i></p>	
<p>1. Grades & Slopes: Show all accessible paths of travel (per California Building Code).</p>	<p>Initial: _____</p>
<p>2. Contours & Elevations: Provide existing and finished grades within forty feet (40') of the property line.</p>	<p>Initial: _____</p>
<p>3. Proposed Retaining Walls: Indicate location and elevations on plan.</p>	<p>Initial: _____</p>
<p>4. Grading Quantities: Show excavation, fill, and site balance .</p>	<p>Initial: _____</p>
<p>5. Best Management Practices: Include erosion and sediment control measures on plan; complete an Erosion and Sediment Control Checklist.</p>	<p>Initial: _____</p>
<p>6. Drainage Facilities: Show berms, swales, ridges, brow ditches, down drains, and any other surface/subsurface drainage features.</p>	<p>Initial: _____</p>
<p>7. Water & Sewer Plan: Indicate connection points to City systems and preliminary pipe locations/sizes.</p>	<p>Initial: _____</p>
<p>8. Natural Features: Identify wetlands, streams (show centerline/top of bank), slopes, etc.</p>	<p>Initial: _____</p>
<p>9. Existing Trees Show trees as defined in Tiburon Municipal Code Chapter 15A-2.</p>	<p>Initial: _____</p>
<p><u>Landscape Plan</u></p>	
<p>1. Location: Location of all required landscaping pursuant to Chapter 13 E Water Efficient Landscape and Chapter 16-23.080 Landscape Design</p>	<p>Initial: _____</p>
<p>2. Area of Landscaping in Square Feet: Total area of existing and proposed landscaping, expressed in square feet.</p>	<p>Initial: _____</p>

<p>3. Landscape Map: Location of all existing and proposed trees, including location of all proposed turf (grass) areas.</p>	<p>Initial: _____</p>
<p>4. Plant Legend: A Plant Legend in table form for all trees, shrubs and ground cover. Include the following information in the Plant Legend:</p> <ul style="list-style-type: none"> a. Botanical & common name b. Quantity c. Size d. Water usage (Low, Medium, High). e. Total landscape coverage (square feet), and compliance with all landscape coverage, perimeter and parking lot landscape requirements as set forth in Chapter 16-23.070. 	<p>Initial: _____</p>
<p>5. Maturity: Height and spread of ultimate growth. Replace height & width with typical spacing for ground cover. Include planting schedule.</p>	<p>Initial: _____</p>
<p>6. Screening and Hardscape: All hardscape and screening features (perimeter fencing, enhanced paving, trash enclosures, etc.). Provide details for all features if not shown on site plan.</p>	<p>Initial: _____</p>
<p>7. Arborist Report: May be required for any Planning Application resulting in site grading or removal of a protected or heritage tree, or as determined by the Planning Division. The Arborist Report must include the following:</p> <ul style="list-style-type: none"> a. Botanical and common name of tree(s) by tree number. b. Diameter at Breast Height (DBH, 24 inches above grade) by tree number. c. Dripline radius (measure longest radius) by tree number. d. Condition of tree by tree number (e.g., health, vigor and structure). e. Care recommendations of arborist by tree number (e.g., fertilizing, cabling, pruning, watering, etc.). f. Specific and general tree preservation measures recommended by arborist, by tree number for construction and post-construction activities. 	<p>Initial: _____</p>
<p><u>Elevations, Building Plans and Architectural Details</u></p>	
<p>1. Elevations to Scale: Front, side, and rear elevations of all buildings and structures, drawn to scale with labeled dimensions.</p> <ul style="list-style-type: none"> a. Indicate the direction of each façade (e.g., north, south, east, west). b. Detail the height of all structures, as measured per Title IV Land Improvement and Use, Chapter 16, Section 16-30.050. c. Label all buildings and materials. 	<p>Initial: _____</p>
<p>2. Description and Materials: Description and details of all exterior building materials, treatment, and colors.</p>	<p>Initial: _____</p>
<p>3. Construction Type: Construction type (e.g., masonry, tilt-up, etc.) shall be specified.</p>	<p>Initial: _____</p>
<p>4. Roof Plan: Roof plan inclusive of ridgelines, valleys, and eave projections. Roof pitch and materials. Location and screening of mechanical equipment (HVAC, solar panels, etc.)</p>	<p>Initial: _____</p>

<p>5. Screening: Proposed screening of all exterior equipment and mechanical equipment including rooftop and ground-mounted equipment, standpipes and backflow prevention devices.</p>	<p>Initial: _____</p>
<p>6. Building Material Samples Board: Building material samples may be submitted on 8.5 x 11 board or sheet (label manufacturer, type of material and color name).</p>	<p>Initial: _____</p>
<p>7. Floor Plans: for each proposed building/structure show room labels, dimensions, square footage per level, doors, windows, interior walls and exits.</p> <ol style="list-style-type: none"> a. Label floor area of each floor/structure, including attics, mezzanines, basements, garages and accessory structures. b. Include a small sized schematic diagram of the floor plan to indicate which areas were included in the floor area calculation. c. Label each room by use (e.g., “office”, “warehouse”, “reception”, etc.) and indicate the location of exterior wall openings. d. Identify locations of existing and proposed fire protection equipment as applicable for the occupancy or use. e. Provide existing (“as built”) and proposed floor plans. 	<p>Initial: _____</p>
<p>8. Building Sections: Show cross-sections to show interior heights, roof lines and relation to finished grade.</p>	<p>Initial: _____</p>