

Date \_\_\_\_\_

Name \_\_\_\_\_

Unit \_\_\_\_\_ Lot \_\_\_\_\_

Address \_\_\_\_\_

Project Description \_\_\_\_\_

Project # \_\_\_\_\_ ECC Member \_\_\_\_\_

Project Approval Date \_\_\_\_\_ Project Final Inspection Date or Status \_\_\_\_\_

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## Plan Checklist for LSPOA Project Application

Updated 3-31-2020

- **NOTE:** LSPOA or ECC is not responsible for locating property pins. If pins are not visible during inspections your application could be denied.

Before Submitting your LSPOA Application for Improvements, please ensure the following minimum requirements are met depending on your project:

### Paint:

- Attach commercial paint chips with color name for body, trim, accent, etc.
- Indicate where each color will be used, body, trim, accent, front door, garage door, etc.

### Tree Removal:

- Tree(s) that are less than 3" in diameter at 4' high do not require a permit to cut down.
- Tree(s) that are within 30' of your roof home eaves do not require a permit to cut down.
- Tree(s) requested for removal must be clearly marked, BUT NOT CUT DOWN.
- Tree(s) must also be shown on a plan view of the Tree Removal Application or on separate plot map.

### Standard on all applications below:

\*\* Plot Plan must have following requirements\*\*

- All Property corner pins are marked and exposed for visual inspection. (Adding a stake or ribbon is helpful) and are located on plot plan.
- Outside Edges or lines of proposed construction/improvement are clearly marked on the ground and are located on the plot plan.
- Existing structures and/or slabs, setbacks, easements and distances to proposed construction/improvements from home and property lines are located on the plot plan.

**Fence:**

- Fences on side and back yard (behind the front corners of the home) are to be no more than a 5' maximum, Fences in front yard are to be no more than a 3' maximum.
- Submit proposed material, colors, and height of fence.
- Must meet the material requirements of CCR and the 25% minimum see through space. (see chart handout)
- Easement Use Agreement if encroaching on easements.
- Dimensions from property line to improvement in relationship to the home and other structures must be on plot plan.

**Privacy Fence:**

- Must be to enclose a patio or deck area.**
- Fences have a maximum height of 5', may be a solid fence.
- Submit proposed material, colors and fence height.
- Easement Use Agreement if encroaching on easements.
- Dimensions from property line to improvement in relationship to the home and other structures must be on plot plan.

**Dog Kennels:**

- Proposed material, colors, and fence height (maximum 6' in height, maximum 200 sqft.)
- Easement Use Agreement if encroaching on easements.
- Dimensions from property line to improvement in relationship to the home and other structures must be on plot plan.

**Garden Fence:**

- Proposed material, colors, and height of fence (not to exceed 8' in height, enclose more than 25% of rear or side yard to a maximum 400 sqft.)
- Material to be constructed of see through wire or mesh with openings of 2" x 4" or less.
- Easement Use Agreement if encroaching on easements.
- Dimensions from property line to improvement in relationship to the home and other structures must be on plot plan.

( For all yards measuring 1,600 square feet or less, the garden size will not exceed 25% of the yard.  
For all gardens where the lot is in excess of 1,600 square feet, the garden will not exceed 400 square feet.  
Exception to size requires a variance for the Environmental Control Committee.)

**Greenhouse:**

- Show sqft. and dimensions of greenhouse (120sqft maximum, max. height 10' and roof pitch of 4.5" x 12" minimum, no eaves required)
- Location is within the 5' fence area of side or rear of home.
- Material to be clear transparent on all sides and roof, with exception of lower sections 5' or less, which must match framing materials (Framing materials must match residence, see CCR's)
- No greenhouses allowed on easements or in setbacks.
- Dimensions from property line to improvement in relationship to the home and other structures must be on plot plan.

**Shed:**

- Generally, 1 shed per lot, no more than 120 sqft.
- Detailed method of construction: prefabricated, site-built, contractor-built, portable, etc.
- Show roof pitch min 2' x 12', shall be gabled or hipped and 12" eaves are preferred but not mandatory, dimensions of plans described.
- Show roofing material type and color. Match house roof as closely as possible.
- Show type of siding material. Matching house siding is preferred.
- Show paint colors. Matching body and trim of house is required.
- If prefabricated, attach commercial literature for shed. Must be painted to match house.
- Easement Use Agreement if any improvement is on or over easement
- Must be located to side or rear of home, not allowed inside 3' fenced area.
- Dimensions from property line to improvement in relationship to the home and other structures must be on plot plan.

**Concrete Driveway:**

- Locate and mark all property pins.
- Submit materials to be used.
- Detail dimensions marked and flagged on property.
- Driveway and Driveway profiles submitted.
- Drainage issues review and approved at plan check, before pour and after pour before ECC inspection approval.
- Dimensions from property line to improvement in relationship to the home and other structures must be on plot plan.

**New Construction or Additions (Plans must show the following):**

**New Home Construction Plan Requirements:**

- Plans must be a minimum scale 3/16"=1'.
- Elevation Plans.
- Foundation Plan.
- Roofing plan with truss calculations ( truss calcs. can be email to lspoadmin@lakeshastina.com)
- Roof pitch on elevations ( minimum 4.5' x 12')
- Roof material and color.
- Gutters and downspouts noted.
- Eave dimension from side of building to outside edge of eaves (roof overhang must be min. 18")
- Locations of fuel tanks, HVAC equipment type.
- Decking, patio, sidewalks and stairs
- Siding material and color
- Home and Garage sqft. (minimum 1200 sqft. Home and 400 sqft. garage)
- Water house shut off and pressure regulator
- Height of highest roof peak to finished grade (maximum 35')
- Zone 16 energy calculations
- Zone 3 seismic requirements
- Must meet title 24 Section 25-00-00 of the California Building Standard
- Easement Use Agreement if any improvement is on or over easement

**New Home Construction Plot Plan Requirements:**

- Plot plan must be minimum scale 20"=1' with size and shape of lot, precise location and shape of existing and proposed improvement. Scaled dimensions to property lines on plan view.
- Location of trees and proposed trees to be removed.
- Driveway and Driveway profiles. (see above)
- Screening around patio, retaining walls, fencing, sheds draw in with dimensions from property lines and home.
- Easement lines and setbacks located.
- Locate setbacks, easements and HVAC. Propane/Kerosene tanks must be screened.

**\*\*\* ANY CHANGES TO ORIGINAL APPROVED PACKET MUST ALSO BE SUBMITTED FOR APPROVAL BEFORE CONSTRUCTION**

# **\*\*Applicant Keep This Page\*\***

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## **Homeowner Inspection Check List**

*Before ECC comes out to inspect and approve your project please complete the following:*

- All pins are located and marked for inspection.
- All trees are flagged that need to be removed.
- All project corners are marked and flagged.
- All drainage issues are reviewed.
- No construction can take place before approval.
- Setbacks are labeled and marked.
- When foundation is close to property lines an inspection will be required before the concrete pour.
- Provide LSPOA a copy of final permit from county when a permit is required for the project you submitted.