

**THOMAS FIRE REBUILD
PRE-SUBMITTAL REVIEW**

In order to ensure an applicant's successful filing and processing for Residential Plan Check with the Building & Safety Division, Planning staff will meet with the homeowner's design team for pre-submittal review to advise on zoning compliance and other rebuilding issues, particularly related to structure height, any nonconforming standards or variance. Please schedule an appointment by calling (805) 654-7893.

Required Items for Zoning Clearance	PROVIDED	MISSING	N/A	Required Items for Zoning Clearance	PROVIDED	MISSING	N/A
Site Plan (show setbacks – including permissible encroachments, easements, lot coverage – all structures, location and height of retaining walls and fences)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Property Line Survey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elevation Plan Indicate pre-existing finished floor height. Show proposed height from pre-existing finished floor. Table showing Previous and Proposed ridgeline height (allowed height of 15'-0" or to comply with current height regulations, whichever is more permissive) <i>For 2-Story rebuild (Volume Determination):</i> If adding floor area, include a Table showing Previous and Proposed volume (may add up to 10% additional 2nd story floor area if not exceeding the pre-existing 2nd story volume)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hillside Height Survey (see attached)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Floor Plan/Roof Plan Table showing: - Direction of Previous and Proposed ridgelines (ie: east-west vs. north-south) - Previous and Proposed roof pitch <i>For 2-Story rebuild:</i> - Table showing Previous and Proposed 2nd floor area - Note in square feet what 10% of pre-existing 2nd floor area would be.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Zoning Matrix (see attached)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				Verification of Variance Documentation , if applicable – attach copy of approval resolution and exhibits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				Verification of compliance with Planned Development requirements (for RPD zones), if applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				Evidence for Pre-existing Height Determination (if exceeding permitted height per Hillside Height Survey)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				Evidence to support a Nonconforming Structure Determination (aerials/photographs/archive plans/Google imagery/Ventura County Assessor's information/building permits, LiDar)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				CC&Rs , if applicable – Acknowledgment of HOA review	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If the project does not qualify for a Ministerial Zoning Clearance, it may qualify for a Modification Permit. See table below:

Required Items for Modification Permit Intake	PROVIDED	MISSING	N/A	Required Items for Modification Permit Intake	PROVIDED	MISSING	N/A
Floor Plan/Roof Plan Include a Table on Floor Plan Sheet showing: Previous and Proposed floor area for the following: - 1st floor - 2nd floor - total of both Note in square feet 10% and 25% of the pre-existing floor area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Elevation Plan <i>For 1-Story rebuild:</i> - Include a Table showing Previous and Proposed ridgeline height. (increase shall not exceed 19'-0") - Include dashed line showing at 19'-0" from pre-existing finished floor <i>For 2-Story rebuild:</i> - Include a Table showing Previous and Proposed ridgeline height. (shall not exceed 1.5' beyond tallest pre-existing ridgeline) - Note in feet and inches what 5% of the pre-existing ridgeline height would be. - Include dashed line at the point 5% higher than tallest pre-existing ridgeline. - Include dashed line at the point 1.5' above tallest pre-existing ridgeline.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Further variations from the zoning standards will require a normal Variance hearing before the Planning Commission.

_____ Rebuilding project will require Administrative Variance for _____
(refer to application handouts)

Property Address: _____ Applicant: _____

For Office Use Only

DATE: _____	REVIEWED BY: _____
Incomplete Comments:	

DATE: _____	REVIEWED BY: _____
Incomplete Comments:	

DATE: _____ APPROVED BY: _____
Final Planning Zone Clearance shown on stamped plan sheets