



**DEVELOPMENT PLAN
INFORMATION SHEET
MODEL HOME COMPLEX/SALES OFFICE
AND RESIDENTIAL DEVELOPMENT SITE PLAN**

DESCRIPTION:

Model Home Complex/Sales Office: describes how a developer proposes the development of a model home complex within a residential tract. It includes detailed information on the location of the houses, parking spaces, landscaping areas and other improvements. It also shows drainage, setbacks, and architecture of the houses. A model home complex may also include a sales office within one of the houses. Plans showing details of the sales office are a part of the application.

Residential Site Development Plan: describes how a developer proposes the development of a tract. The application will address specific lots of the subdivision proposed development. It includes detailed information on the location of the houses (setbacks, pad elevations, common and privately maintained areas), landscaping areas, other improvements, and the proposed floor plans and elevations. A review of the architecture and fence and wall plan will be conducted as part of the application.

Residential Site Development Plans are not typically applicable for Planned Residential Developments (PRDs), Mutli-Family applications, and other instances where the review of the residences is required as part of the subdivision application (such as a Tentative Map with a PRD or apartment/condominium application).

**CITY OF MURRIETA
DEVELOPMENT PLAN
SUBMITTAL REQUIREMENTS FOR
A MODEL HOME COMPLEX
AND/OR RESIDENTIAL SITE PLAN**

- 1. DEVELOPMENT PLAN APPLICATION. (Including a “wet signature of property owner(s) or an original letter of authorization to sign on the owner’s behalf.
- 2. ENVIRONMENTAL APPLICATION.
- 3. (2) PRELIMINARY TITLE REPORT (must be prepared within the last 6 months)
- 4. APPLICATION FEES (See Annual Fee Schedule. Include fee for General Plan Fee and Record Retention Fee)
- 5. COPY OF APPROVED TENTATIVE MAP - SIX (6) COPIES
- 6. LANDSCAPE CONCEPT PLAN (See attached) – THREE (3) COPIES
- 7. SPECIFIC PLAN AREA EXHIBIT AND APPLICABLE DEVELOPMENT STANDARDS – (See Attached) – SIX (6) COPIES
- 8. MODEL HOME COMPLEX/SALES OFFICES SUBMITTALS ONLY (See Attached)
 - MODEL HOME COMPLEX/SALES OFFICE SITE PLAN – SIX (6) COPIES
 - MODEL HOME COMPLEX/SALES OFFICE FLOOR PLAN - SIX (6) COPIES
 - OVERALL SITE PLAN – SIX (6) COPIES
- 9. RESIDENTIAL SITE DEVELOPMENT PLAN SUBMITTALS ONLY (See Attached)
 - RESIDENTIAL SITE PLAN – SIX (6) COPIES
 - FLOOR PLAN AND ELEVATIONS – SIX (6) COPIES
 - COLORED ELEVATIONS – ONE (1) COPY
 - CONCEPTUAL FENCE AND WALL PLAN – THREE (3) COPIES
 - PHOTO OF COLOR AND MATERIAL BOARD(s) – ONE (1) SET
 - COLOR SCHEME/SCHEDULE FOR EACH ELEVATION AND PLAN TYPE.

CITY OF MURRIETA
MODEL HOME COMPLEX/SALES OFFICE SUBMITTAL DETAILS

□ **MODEL HOME COMPLEX/SALES OFFICE SITE PLAN – SIX (6)
COPIES**

- Show model home lots and parking lots. Indicate the lot numbers and tract number. Indicate scale and north arrow on no larger than 24” x 36” sheets.
- Show front, side and rear yard setback dimensions from the dwelling unit to the property line. If you are proposing anything other than the dwelling unit (a pool, Jacuzzi, patio cover, etc.), also show setback dimensions from the proposed item to the property line as well as to the dwelling unit.
- Anything that is proposed as “TEMPORARY” must be identified as such (i.e. parking lot, canopies, sales office, fencing, model home tour signs, etc.). These “TEMPORARY” items will be conditions to be removed upon cessation of the model home complex and are subject to setback requirements for the applicable zone. These items could be marked when listing items on the Site Plan.
- Provide, at a minimum, two parking spaces per model home/unit, with one parking space for handicapped use. Show dimensions of both regular and handicapped parking spaces. Note that the parking area is “TEMPORARY” and will be replaced by a production unit upon occupancy of the model homes, if applicable.
- Show a detailed model complex fencing plan, including height and location.
- Dimension of the height of any ancillary structures or water features (i.e., they are classified by the Building and Planning Departments as a body of water and will be subject to the setbacks and fencing requirements for a pool).

❑ **MODEL HOME/SALES OFFICE FLOOR PLAN AND ELEVATIONS – SIX (6) COPIES**

- Floor plans and elevations of the models, sales office, trailer and/or design center. (Can be reduced to 8 ½" x 11" sheets.)
- Architectural rendering of the models (front, rear, and side). Can be reduced to 8 ½" x 11 sheets.
- Drawing identifying typical model tour signs, etc., including elevations and dimensions (8 ½ "x 11" sheets).

❑ **OVERALL SITE PLAN – SIX (6) COPIES**

- Show entire approved tentative tract map boundary on an 8 ½" x 11" sheet.
- Highlight those lots upon which the models and/or site of development will be located.
- Identify the Assessor's Parcel Number, Specific Plan Number, Specific Planning Area Number and the Development Agreement Number (if applicable).

CITY OF MURRIETA
RESIDENTIAL SITE DEVELOPMENT PLAN SUBMITTAL DETAILS

- ❑ **RESIDENTIAL SITE PLAN – SIX (6) COPIES**
 - Detailed plotting plan showing the tract boundary (24" x 36" and reduced 8 ½ x 11")
 - See Development Plan Checklist for items required to be shown on the residential site plan.
 - Show proposed area of development and indicate the lot numbers and tract number.
 - Show front, side, and rear yard setback dimension from the dwelling unit to the property line.
 - If you are proposing anything other than the dwelling unit (pool, Jacuzzi, patio cover, decks, etc.), also show setback dimensions from the proposed item to the property line as well as to the dwelling unit.
 - Identify the Assessor's Parcel Number, Specific Plan Number, Specific Planning Area Number, and the Development Agreements Number (if applicable).
 - Provide lot coverage table for each lot on the site plan.

- ❑ **FLOOR PLAN AND ELEVATIONS – (ARCHITECTURAL REVIEW OF RESIDENTIAL SITE PLAN)**
 - 6 sets – Floor plan and elevations (all sides) of each house, including options and architectural schemes ((a) traditional, (b) craftsman, etc.) (1 set 24" x 36" and 6 sets 11" x 17")
 - 1 set – 8 ½" x 11" colored photos of materials board (identification/name of colors and materials must be legible).
 - 1 set – Colored elevations for all sides (Show Plan types – e.g. Plan 1 thru 4 and Elevation scheme A thru C) 8 ½" x 11" or 11" x 17" inch sheets.
 - 1 set – Color scheme schedule for each elevation and plan type.

☐ **FENCE AND WALL PLAN – THREE (3) COPIES**

- Detailed plotting plan showing tract boundary (24" x 36").
- See Development Plan Checklist for items required to be shown on the fence plan
- Show proposed area of development and indicate the lot numbers and tract number.
- Show front, side, and rear yard setback dimension from the dwelling unit to the property line.
- If you are proposing anything other than the dwelling unit (a pool, Jacuzzi, patio cover, decks, etc), also show setback dimensions from the proposed item to the property line as well as to the dwelling unit.
- Identify the Assessor's Parcel Number, Specific Plan Number, Specific Planning Area Number and the Development Agreement Number (if applicable).