



## INSTRUCTIONS FOR ADMINISTRATIVE APPROVAL OF PROJECTS (OVER-THE COUNTER APPROVAL)

*According to Section 17.24.020 of the Rolling Hills Municipal Code, illegal uses or structures are required to be made conforming or shall be removed, (regardless of when or by whom they were constructed). Therefore, you may be required to modify or remove any unauthorized or unlawful use or structure on your property prior to or in conjunction with this application.*

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### **Property owner (s) signature**

Pursuant to Chapter 17.44 of the Municipal Code (Zone Clearance), staff may approve certain projects administratively providing all of the development standards specified in the Municipal Code are complied with. Projects submitted for administrative approval will be reviewed for structural and total net lot coverage and percentage of disturbed area, setbacks, grading, walls, area of existing house to be demolished and all other development standards. Additions, accessory structures and pools will also be reviewed for availability of stable/corral or area set aside for a future stable/corral.

RHCA Architectural Committee review and Dept. of Building and Safety construction permits are required for all construction.

The City of Rolling Hills does not collect a fee for over-the-counter review. Building permit fees will be assessed at the time the project is submitted to the Department of Building and Safety.

### **PLEASE NOTE:**

- **No construction may commence, no matter how small, until you have approvals from 3 entities: City of Rolling Hills, Rolling Hills Community Association and Building and Safety Department**
- **All construction involving additions, new structures and most electrical work require undergrounding of all utility lines**
- **For solar panels, if work requires upgrading of electrical panel or relocation of the panel or utility lines, then all of the utility lines must be placed underground**
- **Entire roof replacement is required for additions and repairs of any size to the roof, when the existing roof material does not meet City standards for VHFHSZ**
- **Most construction require LA County Health Department review for septic system**
- **All additions and new structures require evaluation by the Fire Department Fire Prevention Engineering Section**
- **Most projects require Fire Department review for Fuel Modification (planting zones in relationship to distance to structures)**
- **Lighting on the property must meet City's Outdoor Lighting Ordinance standards**
- **Construction/demolition (C&D) permit is required for hauling away construction debris, including rocks, dirt and spoils**

- All measurements are to be taken from the outside walls of structures; trellis shall be measure from the outside beams, not posts
- For additions, verify with PVPUSD if school district fees will be assessed
- The City contracts with LA County Building and Safety, 310 534-3760 and with Willdan Engineering Building and Safety, 562 908- 6200 (expedited process, 25% fee over the permit fee schedule) for plan checking, permit issuance and inspection services

*Initial* \_\_\_\_\_  
*Property Owner*

*Date:* \_\_\_\_\_

**PROJECTS THAT MAY BE APPROVED OVER-THE-COUNTER:**

**(SEE CHAPTERS 17.44, 17.46 and 17.24 - PROVIDING ALL ZONING DEVELOPMENT STANDARDS ARE MET AND WHEN NO GRADING IS REQUIRED):**

- Not to exceed 200 s.f. stable, aviary or other animal shelter; up to 550 s.f. corral; run-in-shed -max. 2 for a total of 240 s.f.; horse turnout- up to 7,200 s.f.;
- Not to exceed 200 s.f. guest house, cabana, recreation room and similar structures; must meet all development standards; only one of those uses is allowed on the lot
- Reconstruction of legally established structures (conforming or nonconforming) within pre-existing footprint that were damaged by fire, earthquake or other disaster, subject to Chapter 17.24 of the Zoning Ordinance;
- Remodeling and repairing of any existing legally constructed structures, including electrical, plumbing, mechanical, doors, windows;
- Repair foundation;
- Re-roof any structure;
- Underground of utility lines to property;
- Additions to single-family homes providing the addition is not more than 999 sq.ft. in any thirty-six (36) month period, (which period is measured from the date that a final inspection was issued for a prior addition), and providing that:
  - all of the development standards are met
  - site for a stable & corral is provided (min 1,000 sq.ft.)
  - less than 50% of the exterior walls of the existing house is planned to be demolished\*
  - no grading is required;
- \* If 50% or more of the exterior walls are planned to be demolished, neighbors' notification and silhouette construction is required (17.46.020 3c);
- Reconstruction of an existing residence w/in preexisting footprint on properties eligible for reduced setbacks (17.17. OZD-1; 17.24.045) meeting all of the other over-the-counter approval criteria and Zoning Code requirements;
- Basements without surface grading. Excavated material may be exported out of the City;
- Up to five (5) of the following structures on the property and providing that any combination of these 5 structures do not exceed 800 sq.ft. & are no more than 120 s.f. each-with some exceptions: storage sheds-no more than 2; detached trellis; detached covered patio; gazebo; outdoor bar, barbeque, fireplace, fire pit; roofed playhouses or forts, fountains, ponds and similar structures;
- Swimming pool and spa, less than 800 square feet in area (area of surface water). (Excavation of the pool area is not considered grading); pool/spa fencing per building code is required; pool eqpm. area to be enclosed & screened.
  - (a) Landscaping plan is required for the pool area;
- Grading not to exceed 2,000 sq.ft. surface area and when not exceeding 3' cut and/or 3' fill; (building permit may be required);
- Retaining walls not to exceed 3' high along driveways, and not to exceed 3' high walls necessary for drainage purposes, as determined by a drainage engineer, (building permit may be required);
- Other miscellaneous structures, including, but not limited to service yards, pool equipment, architectural features and elements, driveways, entryways, walkways, parking pads, drainage devices, dish antenna, solar panels, and similar structures, provided the construction does not trigger grading, is not in any setbacks or in the front yard and that otherwise meet the Zoning Code requirements.
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## PLAN SUBMITTAL PROCESS

It is recommended that the property owner, applicant and/or applicants' representative meet with staff prior to submitting a request for administrative approval to review the application process and the information required for submittal. Current survey, photos of the entire property, certified site plan/elevation plan, structural and impervious surface coverage calculations & other information, if requested, must be submitted. (See Checklist for Plan Submittal).

1. Submit a minimum of two sets of plans using the **CHECKLIST** as a guide.
2. Submit the application and calculations as required on the "**CALCULATION OF LOT COVERAGE**" forms.
3. Depending on the nature of the proposed project staff may review and approve the project immediately over-the-counter or take few days to review it.
4. After review and approval staff will stamp the plans "Approved" and keep one set of the plans and calculations in the Planning address file. Staff may place certain conditions on the approval.
5. Over-the-counter approval is valid for one year. Meaning a building permit is to be obtained within one year of approval of the project by City staff. Re-approval may be granted.
6. Following City approval, RHCA Architectural Committee review is required.
7. If a new driveway approach is proposed, Traffic Commission application and review is required. If in any easement, prior to submittal to the City, RHCA approval is required.
8. After approval of the project by the City and RHCA, plans and appropriate specifications, calculations, conditions, etc. are to be submitted to Building and Safety Department (County or Willdan Engineering) for plan check and issuance of permits.
9. Building permits are required for nearly any construction.
10. Project must be built per the approved plan. Any modifications must be approved by City, RHCA and the Building Department.
11. Applicant's representative and contractor will be required to certify that the plans submitted for plan check mirrors those approved by the city and that the construction will be per the plans. (Obtain certification forms from City).

*Initial* \_\_\_\_\_  
*Property Owner*



## CHECKLIST FOR PLAN SUBMITTAL (ADMINISTRATIVE REVIEW)

1. Application form including computation of structural and total lot coverage, disturbed area, building pad coverage, etc. (forms attached)
2. Photos of the property and all structures thereon
3. Recent surveyed property plans (2 sets) showing the following: (depending on the project **not all may apply**; others may require elevation plans, floor plans, cross sections and other information)
  - Name, address and telephone number of applicant, and name, address and telephone number of preparer of the plans,
  - Plot plans must show the entire property. (More than one sheet may be submitted),
  - Stamp & signature by a licensed civil engineer, architect or land surveyor,
  - North arrow and scale of plans,
  - Existing contours of the area of construction and the area for a future stable/corral if not existing,
  - Roadway easement, other easements and horse trails-if any,
  - Setbacks,
  - All existing and proposed retaining walls and rubble walls including their height. All existing and proposed hardscape,
  - Existing building(s) and the proposed addition(s). Show basement area and access thereto, if any. **All measurements are to be taken from the exterior finished surfaces of structures,**
  - All existing and proposed architectural features including porches, entryways, porte cocheres, trellises. Elevation plan may be required.
  - All other existing and proposed structures on the lot and their dimensions, including pool, spa, pond, pool equipment, porches, shelters, entryways, trellises, barbeques, fire pits, fountains, sheds, gazebos, children play houses/forts and others,
  - Photos of the entire property,
  - Stable/corral or an area for future construction, in a feasible and accessible location of not less than 450 s.f. for the stable, 550 s.f. for a corral (35' from any residence, min. 25' from rear property line, 25' or 35' from side property line if in RAS-1 or RAS-2 zoning district and not in front yard), and access road of not more than 25% grade to the stable,
  - Verify if utility lines are above or below ground,
  - Existing and proposed drainage devices, if known,
  - Primary driveway and other driveways/roads/easements and paved areas or motor courts that exist or are proposed. Motor court may not be closer than 30' to roadway easement,
  - Distinguish bt. pervious vs. impervious surfaces and provide sq.ft.
  - If known, the location of the septic tank.

**INSTRUCTIONS  
FOR COMPLETING THE CALCULATION FORMS:**

In the TOTAL STRUCTURES column, in addition to those structures listed on the form, include all structures that exist on the lot and those that are proposed, including: cabana, recreation room, hobby shop, guest-house, covered porches, covered entryways, trellis/latticework, gazebo, sheds, pool equipment, service yard, playground equipment, forts, decks, (for deck-see definition in Section 17.12.040 "D" words, terms and phrases of the Zoning Code), and similar structures.

In the TOTAL FLATWORK column, include all of the "impervious" surfaces existing and proposed, including driveways all walkways around the residence and accessory uses, walkways from house to other structures, uncovered patios, uncovered parking areas, walkways/decks around the pool, paved access to a stable and all other "impervious" surfaces.

Provide sq. ft of pervious surfaces, if any, such as D.G., pavers set in sand, grass-crete and other pervious surfaces. Manufacturing specifications may be required to verify that surface is considered pervious per industry standards.

**COMPUTATION OF LOT COVERAGE AND DISTURBANCE**

**LOT COVERAGE (STRUCTURAL AND TOTAL)**

Main buildings, accessory buildings, structures including, but not limited to gazebos, porches, entryways, porte cochere, trellises and similar structures, tennis courts, swimming pools, spa, pool equipment, outdoor bar, barbecue, sheds, shelters, service yards (enclosed or unenclosed), stables, or an area of not less than 450 square feet for the construction of a stable shall not cover more than twenty percent (20%) of the net lot area, provided further that in addition to the above described improvements, the areas included within driveways, paved access to stables, parking spaces, walks, patios, decks and asphalt or concrete paving of any kind excepting roads maintained by the Rolling Hills Community Association, shall not cover more than thirty-five percent (35%) of the net lot area. (See Section 17.16.200 "H" for exceptions). **All measurements of structures shall be taken from the exterior finished surfaces. Trellis calculations are to be taken from the edge of the beams, not the posts.**

For the purposes of this Section "net area" shall exclude: a) the entire area within a recorded roadway easement plus the area within ten (10) feet measured perpendicular to the edge of the roadway easement; (b) the ten (10) foot perimeter of the lot perpendicular to the property lines on all sides; (c) any private drive or driveway that provides access to any other lot or parcel; and (d) the access strip portion of a flag lot. (See NET LOT AREA DIAGRAM)

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## LOT DISTURBANCE

Disturbed area of a lot shall be not greater than forty percent (40%) of the net lot area.

**Exceptions:** if 50% or more of the resulting slopes are 3:1 or less - then 50% of the net lot area may be graded/disturbed

If all of the resulting slopes are 3:1 or less - then 60% of the net lot area may be graded/disturbed

Disturbance means, (in part), any remedial grading (temporary disturbance), any proposed or existing graded slopes and graded building pad areas, and any nongraded areas where impervious surfaces will remain or are proposed to be added; provided. (For full definition See Section 17.12.040 "D" words)

City strongly encourages that slopes created through grading be gentler than the maximum permitted of 2:1 gradient.

**PLEASE NOTE: Grading cannot be approved over-the-counter (w/minor exception)**

## COMPUTATION OF BUILDABLE AREA AND COVERAGE THEREON

A policy of the City is to address coverage of an identified "EXISTING AND/OR PROPOSED BUILDABLE AREA". Coverage thereon is based upon the calculation of the footprint square footage of the residence, garage, stable (barn), other accessory structures proposed and/or developed on said "buildable area," and all projecting structures such as entryways, porte cochere, covered porches and breezeways. (Covered porches that are 10% or less in size of the footprint of the residence or accessory structure and attached trellises are not counted).

For the purpose of this calculation, "buildable area" shall be defined as stated in Section 17.12.020 of the Rolling Hills Municipal Code which declares "buildable area" as the portion of a lot that constitutes the existing or proposed building pad and any other contiguous portion of the lot **NOT IN THE SETBACKS THAT HAS AN AVERAGE SLOPE OF TEN PERCENT (10%) OR LESS**. A lot may have more than one "buildable area."

DATE: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

**ALL MEASUREMENTS TO BE TAKEN FROM THE EXTERIOR FINISHED SURFACE OF STRUCTURES AND OUTSIDE BEAMS ON TRELLISES; ALL STRUCTURES ON THE LOT MUST BE SHOWN ON THE PLAN AND LISTED HERE**

**CALCULATION OF LOT COVERAGE**

<b><u>AREA AND STRUCTURES</u></b>	<b><u>EXISTING</u></b>	<b><u>PROPOSED</u></b>	<b><u>TOTAL</u></b>
NET LOT AREA			_____ sq.ft.
RESIDENCE	_____ sq.ft.	_____ sq.ft.	_____ sq.ft.
GARAGE	_____ sq.ft.	_____ sq.ft.	_____ sq.ft.
SWIMMING POOL/SPA	_____ sq.ft.	_____ sq.ft.	_____ sq.ft.
POOL EQUIPMENT	_____ sq.ft.	_____ sq.ft.	_____ sq.ft.
GUEST HOUSE	_____ sq.ft.	_____ sq.ft.	_____ sq.ft.
CABANA	_____ sq.ft.	_____ sq.ft.	_____ sq.ft.
STABLE	_____ sq.ft.	_____ sq.ft.	_____ sq.ft.
RECREATION COURT	_____ sq.ft.	_____ sq.ft.	_____ sq.ft.
ATTACHED COVERED PORCHES	_____ sq.ft.	_____ sq.ft.	_____ sq.ft.
ENTRYWAY/ PORTE COCHERE, BREEZEWAYS	_____ sq.ft.	_____ sq.ft.	_____ sq.ft.
ATTACHED TRELLISES	_____ sq.ft.	_____ sq.ft.	_____ sq.ft.
*DETACHED STRUCTURES: (circle all that applies)			
SHEDS, TRELLISES, GAZEBO,	_____ sq.ft.	_____ sq.ft.	_____ sq.ft.
BARBECUE, OUTDOOR KITCHEN,	_____ sq.ft.	_____ sq.ft.	_____ sq.ft.
ROOFED PLAY EQUIP.- over 15 ft. high and over 120 sq. ft. in area,	_____ sq.ft.	_____ sq.ft.	_____ sq.ft.
WATER FEATURES, ETC.	_____ sq.ft.	_____ sq.ft.	_____ sq.ft.
SERVICE YARD	_____ sq.ft.	_____ sq.ft.	_____ sq.ft.
OTHER _____	_____ sq.ft.	_____ sq.ft.	_____ sq.ft.
BASEMENT AREA _____ (volume of dirt) _____ c.y.	_____ sq.ft.	_____ sq.ft.	_____ sq.ft.
DEPTH OF BASEMENT _____	_____	_____	_____
TOTAL STRUCTURES	_____ sq.ft.	_____ sq.ft.	_____ sq.ft.
% STRUCTURAL COVERAGE _____ %	_____ %	_____ %	_____ %
TOTAL STRUCTURES EXCLUDING UP TO 5 & UP TO 800 sq. ft. detached structures that are not higher than 12 ft.	_____ sq.ft.	_____ sq.ft.	_____ sq.ft.
% STRUCTURAL COVERAGE _____ %	_____ %	_____ %	_____ %

**ALL FLATWORK MUST BE SHOWN ON THE PLAN AND LISTED HERE**

PRIMARY DRIVEWAY(S) \_\_\_\_\_ sq.ft. \_\_\_\_\_ sq.ft. \_\_\_\_\_ sq.ft.

PAVED WALKS, PATIO AREAS, COURTYARDS \_\_\_\_\_ sq.ft. \_\_\_\_\_ sq.ft. \_\_\_\_\_ sq.ft.

POOL DECKING \_\_\_\_\_ sq.ft. \_\_\_\_\_ sq.ft. \_\_\_\_\_ sq.ft.

OTHER PAVED DRIVEWAYS, ROAD EASEMENTS, PARKING PADS \_\_\_\_\_ sq.ft. \_\_\_\_\_ sq.ft. \_\_\_\_\_ sq.ft.

TOTAL FLATWORK \_\_\_\_\_ sq.ft. \_\_\_\_\_ sq.ft. \_\_\_\_\_ sq.ft.

% TOTAL FLATWORK COVERAGE \_\_\_\_\_ % \_\_\_\_\_ % \_\_\_\_\_ %

TOTAL STRUCTURAL & FLATWORK COVERAGE \_\_\_\_\_ sq.ft. \_\_\_\_\_ sq.ft. \_\_\_\_\_ sq.ft.

% TOTAL COVERAGE \_\_\_\_\_ % \_\_\_\_\_ % \_\_\_\_\_ %

TOTAL STRUCTURAL & FLATWORK COVERAGE \_\_\_\_\_ sq.ft. \_\_\_\_\_ sq.ft. \_\_\_\_\_ sq.ft.

Excl. the allowance of up to 5 – 800 sq. ft. structures from previous page.

% TOTAL COVERAGE \_\_\_\_\_ % \_\_\_\_\_ % \_\_\_\_\_ %

TOTAL SQ.FT. OF PERVIOUS SURFACES (Other than landscaping; i.e. D.G., pavers set in sand, grass crete) \_\_\_\_\_ sq.ft.

TOTAL DISTURBED AREA sq.ft. \_\_\_\_\_ sq.ft. \_\_\_\_\_ sq.ft. \_\_\_\_\_

% DISTURBED AREA \_\_\_\_\_ % \_\_\_\_\_ % \_\_\_\_\_ %

All structures (attached and detached) must be listed.

\* Miscellaneous conforming free standing accessory structures such as sheds, trellises, covered patios, gazebo, fountains, barbecue, outdoor fire place, etc. are not counted towards coverages unless greater than 120 s.f., (except for trellises), their combined area exceeds 800 sq. ft., or if there are more than 5 such structures on the property.

DATE: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

**CALCULATION OF BUILDING PAD COVERAGE**

**PAD NO. 1**

<u>BUILDABLE PAD AREA AND STRUCTURES</u>	EXISTING	PROPOSED	TOTAL
BUILDING PAD	_____sq.ft.	_____sq.ft.	_____sq.ft.
RESIDENCE	_____sq.ft.	_____sq.ft.	_____sq.ft.
GARAGE	_____sq.ft.	_____sq.ft.	_____sq.ft.
POOL/SPA	_____sq.ft.	_____sq.ft.	_____sq.ft.
POOL EQUIPMENT	_____sq.ft.	_____sq.ft.	_____sq.ft.
CABANA/REC.RM	_____sq.ft.	_____sq.ft.	_____sq.ft.
GUEST HOUSE	_____sq.ft.	_____sq.ft.	_____sq.ft.
STABLE	_____sq.ft.	_____sq.ft.	_____sq.ft.
SPORTS COURT	_____sq.ft.	_____sq.ft.	_____sq.ft.
SERVICE YARD	_____sq.ft.	_____sq.ft.	_____sq.ft.
ATTACHED COVERED PORCHES			
Primary residence	_____sq.ft.	_____sq.ft.	_____sq.ft.
Accessory structures	_____sq.ft.	_____sq.ft.	_____sq.ft.
AREA OF ATTACHED COVERED PORCHES THAT EXCEED 10% OF THE SIZE OF RESIDENCE/ACCS. STRUCTURE	_____sq.ft.	_____sq.ft.	_____sq.ft.
ENTRYWAY/PORTE COCHERE/ BREEZEWAY	_____sq.ft.	_____sq.ft.	_____sq.ft.
ATTACHED TRELLISES	_____sq.ft.	_____sq.ft.	_____sq.ft.
ALL DETACHED STRUCTURES (from lot coverage page)	_____sq.ft.	_____sq.ft.	_____sq.ft.
ALL DETACHED STRUCTURES (from lot coverage page; minus deductions)	_____sq.ft.	_____sq.ft.	_____sq.ft.
OTHER	_____sq.ft.	_____sq.ft.	_____sq.ft.
TOTAL STRUCTURES ON PAD NO. 1	_____sq.ft.	_____sq.ft.	_____sq.ft.
% BUILDING PAD COVERAGE	_____%	_____%	_____%
TOTAL STRUCTURES ON PAD NO. 1 <u>Not incl.</u> attached trellises, <u>Not incl.</u> allowed deductions, <u>and incl.</u> the area of covered porches that exceed 10% of the size of the residence/accs. structures.	_____sq.ft.	_____sq.ft.	_____sq.ft.
% BUILDING PAD COVERAGE	_____%	_____%	_____%

DATE: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

**CALCULATION OF BUILDING PAD COVERAGE**

**PAD NO. 2**

BUILDABLE PAD AREA <u>AND STRUCTURES</u>	EXISTING	PROPOSED	TOTAL
BUILDING PAD	_____sq.ft.	_____sq.ft.	_____sq.ft.
RESIDENCE	_____sq.ft.	_____sq.ft.	_____sq.ft.
GARAGE	_____sq.ft.	_____sq.ft.	_____sq.ft.
POOL/SPA	_____sq.ft.	_____sq.ft.	_____sq.ft.
POOL EQUIPMENT	_____sq.ft.	_____sq.ft.	_____sq.ft.
CABANA/REC.RM	_____sq.ft.	_____sq.ft.	_____sq.ft.
GUEST HOUSE	_____sq.ft.	_____sq.ft.	_____sq.ft.
STABLE	_____sq.ft.	_____sq.ft.	_____sq.ft.
SPORTS COURT	_____sq.ft.	_____sq.ft.	_____sq.ft.
SERVICE YARD	_____sq.ft.	_____sq.ft.	_____sq.ft.
ATTACHED COVERED PORCHES			
Primary residence	_____sq.ft.	_____sq.ft.	_____sq.ft.
Accessory structures	_____sq.ft.	_____sq.ft.	_____sq.ft.
AREA OF ATTACHED COVERED PORCHES THAT EXCEED 10% OF THE SIZE OF RESIDENCE/ACCS. STRUCTURE	_____sq.ft.	_____sq.ft.	_____sq.ft.
ENTRYWAY/PORTE COCHERE/ BREEZEWAY	_____sq.ft.	_____sq.ft.	_____sq.ft.
ATTACHED TRELLISES	_____sq.ft.	_____sq.ft.	_____sq.ft.
ALL DETACHED STRUCTURES (from previous page)	_____sq.ft.	_____sq.ft.	_____sq.ft.
ALL DETACHED STRUCTURES (from previous page not including allowed deductions)	_____sq.ft.	_____sq.ft.	_____sq.ft.
OTHER	_____sq.ft.	_____sq.ft.	_____sq.ft.
TOTAL STRUCTURES ON PAD NO. 1	_____sq.ft.	_____sq.ft.	_____sq.ft.
% BUILDING PAD COVERAGE	_____%	_____%	_____%
TOTAL STRUCTURES ON PAD NO. 1 <u>Not incl.</u> attached trellises, <u>Not incl.</u> allowed deductions, <u>and incl.</u> the area of covered porches that exceed 10% of the size of the residence/accs. structures.	_____sq.ft.	_____sq.ft.	_____sq.ft.
% BUILDING PAD COVERAGE	_____%	_____%	_____%

DATE: \_\_\_\_\_

ADDRESS \_\_\_\_\_

**DRIVEWAY(S) AND MOTOR COURT(S)**

**NOTE:** The information below is to be submitted for all new developments, garage addition, modification or relocation and for any modification to existing driveway(s) and motor court(s). If no changes are proposed to the existing driveway or motor court, except for reconstruction/repaving, within existing footprint, provide information for the total pervious and impervious surfaces.

Pursuant to Section 17.16.150 of the Rolling Hills Zoning Code, driveways may not cover more than 20% of the setback area in which they are located and uncovered parking areas/motor courts may not cover more than 10% of the front or side yard setback. Uncovered parking areas shall be located no closer than 30-feet from any roadway easement line. For properties that qualify for reduced setbacks (Sec. 17.17 and 17.24.045) min. of 40% of the front yard area shall be landscaped & only one driveway is allowed.

A not to exceed 3-foot high wall may be permitted along a driveway or stairway in any setback. If any of these improvements are in easements, RHCA approval is required prior to City's review.

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**CALCULATION OF DRIVEWAY(S) AND MOTOR COURT(S) COVERAGE;**  
**IMPERVIOUS/PERVIOUS SURFACES AND**  
**INCLUDING FIRE DEPARTMENT TURN AROUND, IF REQUIRED**

	EXISTING	TOTAL PROPOSED
TOTAL DRIVEWAY(S)	_____ s.f.	_____ s.f.
TOTAL MOTOR COURT(S) & PARKING PAD(S)	_____ s.f.	_____ s.f.
AREA OF FRONT SETBACK		_____ s.f.
AREA OF SIDE SETBACK		_____ s.f.
AREA OF DRIVEWAY(S) IN SIDE SETBACK	_____ s.f.	_____ s.f.
% OF SIDE SETBACK COVERED BY DRIVEWAY(S)	_____ %	_____ %
AREA OF MOTOR COURT(S) & PARKING PADS IN SIDE SETBACK	_____ s.f.	_____ s.f.
% OF SIDE SETBACK COVERED BY MOTOR COURT(S) & PARKING PAD(S)	_____ %	_____ %
AREA OF DRIVEWAY(S) IN FRONT SETBACK	_____ s.f.	_____ s.f.
% OF FRONT SETBACK COVERED BY DRIVEWAY(S)	_____ %	_____ %
AREA OF MOTOR COURT(S) & PARKING PADS IN FRONT SETBACK	_____ s.f.	_____ s.f.
% OF FRONT SETBACK COVERED BY MOTOR COURT(S) & PARKING PAD(S)	_____ %	_____ %
IMPERVIOUS SURFACE	_____ s.f.	_____ s.f.
PERVIOUS SURFACE	_____ s.f.	_____ s.f.

**SUMMARY OF ACCESSORY STRUCTURES**  
**COUNTED/NOT COUNTED**  
**TOWARDS LOT COVERAGE:**

**BUILDING PAD COVERAGE:** (guideline - 30% maximum pad coverage).  
**All structures, including porte cochere, breezeway and entryway, shall be counted towards building pad coverage, except for the following:**

**ATTACHED STRUCTURES:**

- Attached covered porch having an area of 10% or less of the size of the structure that it is attached to,
- Attached trellises (open roof)

**DETACHED STRUCTURES:** (not to exceed a total of 5 such structure on a lot, not to exceed 12 feet in height, not to exceed 120 sq.ft. each, (see exceptions below), and not to exceed a combined total of 800 sq.ft.)

- Storage sheds; max. 2 on a lot,
- Trellis and freestanding covered patio w/solid roof, (may exceed 120 sq.ft.),
- Outdoor bar, barbecue, fire place, gazebo,
- Roofed playground fort, (may be max. 15 ft.),
- fountain, pond and similar structures.

These structures may not be located in the front yard area or any setback, except for a fountain, decorative pond or low water feature.

**STRUCTURAL AND TOTAL LOT COVERAGE AND DISTURBANCE:**

(Zoning Code requirement: max. - 20% structural coverage; max. - 35% total lot coverage; max. - 40 % lot disturbance-see exceptions).

All attached structures, including porches, trellises, porte cochere, breezeway, and entryway shall be counted towards coverage.

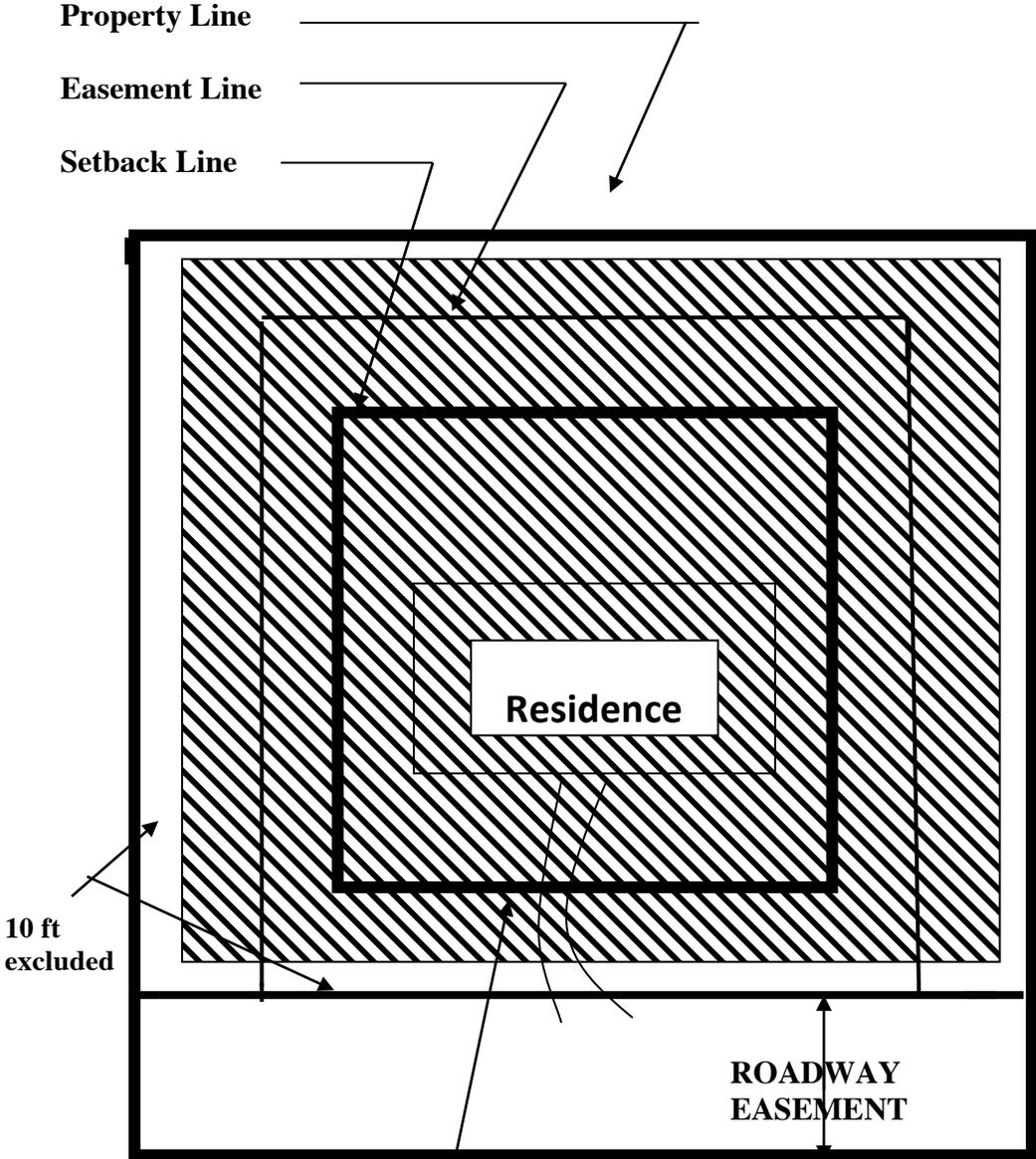
**All detached structures shall be counted towards coverage, except for the following:**

**DETACHED STRUCTURES:** (not to exceed a total of 5 such structure on a lot, not to exceed 12 feet in height, not to exceed 120 sq.ft. each, (see exceptions below), and not to exceed a combined total of 800 sq.ft.)

- Storage sheds; max. 2 on a lot,
- Trellis and freestanding covered patio w/solid roof, (may exceed 120 sq.ft.),
- Outdoor bar, barbecue, fire place, gazebo,
- Roofed playground fort, (may be max. 15 ft.),
- Fountain, pond and similar water feature, 3' high or less.

These structures may not be located in the front yard area or any setback, except for a fountain, decorative pond or low water feature.

# NET LOT AREA CALCULATIONS



NET LOT AREA

**EXCLUDE  
ROADWAY EASEMENTS PLUS  
10 FEET AT PERIMETER OF THE  
ENTIRE PARCEL INCL. ALONG ROADWAY  
EASEMENT**