



PLANNING AND BUILDING DEPARTMENT

BUILDING DIVISION

<https://www.eldoradocounty.ca.gov/Land-Use/Building-Services>

PLACERVILLE OFFICE:

2850 Fairlane Court, Placerville, CA 95667

BUILDING

(530) 621-5315

bdgdept@edcgov.us

PLANNING

(530) 621-5355

planning@edcgov.us

LAKE TAHOE OFFICE:

924 B Emerald Bay Rd

South Lake Tahoe, CA 96150

(530) 573-3330

MASTER PLAN SITE SPECIFIC PERMIT SUBMITTAL CHECKLIST

The following items are required for a submittal to be deemed complete.

Two complete sets of site specific plans including:

- Application** – Application to be submitted by Contractor (or agent for). Include Parcel Number, Lot # with address, bedroom count, and Job Description identifying Master Plan # with all corresponding use square footage, Plan #, and Elevation. (Only one copy of application is required)
- Site/Plot Plan** – Submit on 8-1/2” x 14” (legal size paper) drawn at a 1:20 scale. (Ledger size paper and/or 1:30 scale may be used for larger lots.)
- Floor Plan** – Submit on 11”x17” (ledger size paper) with complete square foot summary, dimensions and room use labels. Verify left or right orientation. Include only options that apply. (Cross out options not being used if necessary)
- Building Elevations** – Submit on 11”x17” (ledger size paper). Left or right orientation is not required.
- Solar Array Layout**
- One Additional Floor Plan** – for the County Assessor’s Office
- Application Fee** – See page 2. Fees can be combined. Make check payable to El Dorado County.
- Septic Design if applicable** – (Contact Environmental Management 530-621-5300)

Landscaping Plans to be Pre-Approved by the Planning Department

(Lela Shelley lela.shelley@edcgov.us 530-621-5859)

Provide at Application:

- MWELO Checklist:** Link to [MWELO Checklist](#)
- Oak Certification:** Link to [Oak Cert Checklist](#)

I understand an application missing any items will be deemed incomplete and the plan check will not take place until all items are received by Building Services. This may affect applicable fees and codes, since the operative date of an application will be the date on which a complete application is received.

Signature _____

Date _____

Owner _____

Contractor _____

Agent _____

MASTER PLAN PROGRAM - EL DORADO COUNTY

SITE SPECIFIC APPLICATION FEE SCHEDULE

Only dwelling space square footage is used when calculating the Application Fee. The minimum flat rate is \$1,000 for dwellings under 1,000 square feet. This fee is non-refundable.

DWELLING AREA Square Footage	FLAT RATE Dollars
Under 1000	\$1,000.00
1000 to 1499	\$1,500.00
1500 to 1999	\$2,000.00
2000 to 2499	\$2,500.00
2500 to 2999	\$3,000.00
3000 to 3499	\$3,500.00
3500 to 3999	\$4,000.00
4000 to 4499	\$4,500.00
4500 to 4999	\$5,000.00
5000 to 5499	\$5,500.00
5500 to 5999	\$6,000.00
Additional 500 sq ft increments	\$500 per increment