



City of Pico Rivera  
 Community & Economic Development Department  
 6615 Passons Blvd.  
 Pico Rivera, CA 90660  
 Phone: (562) 801-4332  
 Monday – Thursday 7:30 a.m. – 5:00 p.m.

## PRE-APPROVED ADU PLANS SUBMITTAL CHECKLIST

This handout outlines the items that applicants or property owners must provide for the Pre-Approved ADU Plans submission. Please use the checklist below to prepare your plans and include it in PDF format with your lan check submission.

Required Items		Response	Notes
Planning	Parcel Map	<input type="checkbox"/> Provided	
	Site Plan	<input type="checkbox"/> Provided	Include all new and existing structures.
	North Arrow	<input type="checkbox"/> Provided	
	Scale	<input type="checkbox"/> Provided	
	Site Address	<input type="checkbox"/> Provided	
	Property Owner Information	<input type="checkbox"/> Provided	
	Architect/Designer Information	<input type="checkbox"/> Provided	
	Assessor Parcel Number (APN)	<input type="checkbox"/> Provided	
	Lot Size	<input type="checkbox"/> Provided	
	Lot Coverage	<input type="checkbox"/> Provided	Include all and only enclosed structures in calculation.
	Zoning	<input type="checkbox"/> Provided	
	Property Lines	<input type="checkbox"/> Provided	Labeled and dimensioned
	Setbacks	<input type="checkbox"/> Provided	Provide distance from property lines and other structures.
	Street and Alley Centerline(s)	<input type="checkbox"/> Provided	
	Proximity Map with Walking Distance to Public Transportation	<input type="checkbox"/> Provided	
	Height and Location of Existing and Proposed Fences and Block Walls	<input type="checkbox"/> Provided	
Location of Mechanical Equipment	<input type="checkbox"/> Provided	Include condensers, water heater, washer and dryer units, utility meters, etc.	
<a href="#">Pre-Approved Hold Harmless Form</a>	<input type="checkbox"/> Provided		
<a href="#">Address Assignment Request Letter</a>	<input type="checkbox"/> Provided		

Public Works	Easements		<input type="checkbox"/> Provided	<ul style="list-style-type: none"> <li>– Indicate right-of-way, private access road, utility, etc.</li> <li>– Verify easement(s) with Public Works prior to submitting for Plan Check at <a href="mailto:engineering@pico-rivera.org">engineering@pico-rivera.org</a>.</li> </ul>
	Utility Locations	Water Connection	<u>feet</u>	<ul style="list-style-type: none"> <li>– Indicate distance from connection to ADU.</li> <li>– Indicate calculations for meters/lines.</li> <li>– Process utility company work order(s) for new meters.</li> </ul>
		Gas Connection (gas isometric drawing)	<u>feet</u>	
		Electric	<u>feet</u>	
	Installing New Water Meter	Pico Rivera Water Authority	<input type="checkbox"/> Yes <input type="checkbox"/> No	Show location of new water meter. Submit completed Application for New Water Meter.
		Pico Water District	<input type="checkbox"/> Yes <input type="checkbox"/> No	Show location of new water meter. Contact Pico Water District.
	Sewer Lateral	Connect to Existing	<input type="checkbox"/> Yes <input type="checkbox"/> No	Show location of connection. Independent sewer cleanout required.
New Connection to Sewer Main		<input type="checkbox"/> Yes <input type="checkbox"/> No	Show location of new lateral. Connection fee payment to Los Angeles County Sanitation District required.	
Building	Solar		<input type="checkbox"/> Noted	<ul style="list-style-type: none"> <li>– Indicate on plans to be a deferred submittal</li> <li>– Contact Pico Rivera Innovative Municipal Energy (PRIME) at (562) 801-4244 or <a href="mailto:sustainability@pico-rivera.org">sustainability@pico-rivera.org</a> to discuss <b>PRIME Power Choice Program</b>.</li> </ul>
	Panel Upgrade		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Fire	Fire Sprinklers Required		<input type="checkbox"/> Yes <input type="checkbox"/> No	Contact Los Angeles County Fire Department at (626) 430-3039.