



This checklist summarizes the items that an applicant, contractor, or property owner will need to submit as a part of the Pre-Approved Accessory Dwelling Unit (ADU) program. This checklist should be included with your submission, as well as the various forms mentioned in the handout (if applicable). Please be sure to review the handout to make informed decisions about the ADUs.

ADU Required Items			
#	Required Items	Answer/Calculation	Notes
1	<b>Plan Selection</b>	<input type="checkbox"/> Plan Selected # _____	The plans are available on the City's website: <a href="https://moval.org/adu/index.html">https://moval.org/adu/index.html</a>
2	<b>Title Sheet to the Plan Selected</b>	<input type="checkbox"/> Provided <b>ALL</b> items on the data tables and all required supplemental information.	Provide all required information listed on the Title Sheet TSO. Complete the required supplemental information.
3	<b>Vicinity Map</b>	<input type="checkbox"/> Provided	Insert into space provided in the ADU plan set on sheet TSO and AS.2.
4	<b>Gas Isometric</b>	<input type="checkbox"/> Provided	Insert a gas pipe isometric on TS0.
5	<b>Site Plan</b> <input type="checkbox"/> North Arrow <input type="checkbox"/> Scale <input type="checkbox"/> Site Address <input type="checkbox"/> Assessor Parcel Number (APN) <input type="checkbox"/> Lot Size <input type="checkbox"/> Zoning <input type="checkbox"/> Property Lines (labeled and dimensioned) <input type="checkbox"/> Setbacks (labeled and dimensioned) <input type="checkbox"/> Street and Alley Centerline(s) <input type="checkbox"/> Easements <input type="checkbox"/> Existing and Proposed Topography <input type="checkbox"/> Floor Area of Primary Residence ° Break down by floors <input type="checkbox"/> Floor area of all accessory structures other than the ADU <input type="checkbox"/> Floor Area Ratio <input type="checkbox"/> Lot Coverage <input type="checkbox"/> On Site Parking Required ° List if the property is within ½ mile of transit. Stops are available at <a href="https://www.riversidetransit.com">RiversideTransit.com</a> <input type="checkbox"/> Height of structures, fences and retaining walls <input type="checkbox"/> List any pools/ponds on the plans	<input type="checkbox"/> Provided <b>ALL</b> items on the checklist and on the data sheets.	Insert onto space provided in the PRADU Plan set on sheet AS.2. Complete all checklist items on that sheet and required items on the sheet. Update the north arrow and any scales as needed
6	<b>Title 24 Energy Calculations</b>	<input type="checkbox"/> Provided <b>updated</b> energy calculations by an Energy Consultant and replaced the information on the T24.X sheets.	These calculations need to be updated to reflect the specific site of the ADU. Additional Energy Code assistance is available at <a href="https://energycodeace.com">https://energycodeace.com</a> You may also consult with a energy calculation professional.



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## PRE-APPROVED ADU SUBMITTAL CHECKLIST

7	Fire Requirements	<b>Existing Home:</b> <input type="checkbox"/> Fire Sprinklers <input type="checkbox"/> No Fire Sprinklers  <b>New Detached ADU:</b> <input type="checkbox"/> Fire Flow Letter	Fire sprinklers are required to be installed for your ADU if: <ul style="list-style-type: none"><li>• Your existing home has fire sprinklers.</li><li>• Your proposed ADU is more than 150' from the street measured through an approved route.</li></ul> <b>NOTE:</b> A separate fire sprinkler permit will need to be submitted to Fire Prevention.
8	Soils Report	<input type="checkbox"/> Provided if the ADU is more than 500 square feet.	
9	Grading Plans	<input type="checkbox"/> Provided if the ADU is more than 500 square feet. <b>and/or</b> <input type="checkbox"/> Provided if more than 50 cubic yards will be moved.	Failing to provide a grading plan, if required, will delay your plan review.

### HOLD HARMLESS STATEMENT

#### PROJECT INFORMATION

Applicant Name:

Project Address:

APN #:

By using these ADU construction documents, the user agrees to release, hold harmless, and indemnify the City of Moreno Valley, its elected officials and employees, and the Architect who prepared these construction documents from any and all claims, liabilities, suits, and economic losses, arising out of the use of these construction documents. The user expressly waives the provisions of California Civil Code section 1542, which provides:

*A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release and that, in known by him or her, would have materially affected his or her settlement with the debtor or release party.*

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Date