

**NEW HOME  
SUBMITTAL REQUIREMENTS**

*(Complete packets to be turned in at time of application)*

- 1 COPY OF COMPLETE APPLICATION FOR PLAN APPROVAL**  
(Signed by Owner & Builder)
- FILING FEE -\$35.00**
- REVIEW/INSPECTION FEE -\$350.00**
- COMPLETION AGREEMENT AND DEPOSIT OF \$1,500.00**  
(Signed by Owner & Builder)
- 2 SETS OF FLOOR PLANS AND ELEVATIONS SHOWING ALL VIEWS OF THE STRUCTURE (1/4" SCALE)** (Architectural Quality Drawings)
- 3 COPIES OF UP-TO-DATE SITE PLANS (1"=20' OR 1"=30' SCALE)**  
(Stamped with Worcester County Approval)
- 2 COPIES OF LANDSCAPE PLANS SHOWING SWM AND SHEET FLOW (1"=20' OR 1"=30' SCALE)** (Stamped with Worcester County Approval)
- 3 COPIES OF SITE PLANS WITH OPA LINE OF DISTURBANCE (1"=20' OR 1"=30' SCALE)** (See Section 400 ARC Guidelines)
- 48 HOUR CONTACT WITH C.P.I. PRIOR TO COMMENCEMENT OF LOT CLEARING BEFORE OPA PERMIT IS ISSUED** (Stamped with OPA-CPI Approval)
- 2 SETS OF SEDIMENT/EROSION CONTROL PLANS**  
(If disturbed area exceeds 5,000 sq. ft. OR 100 cu. yds. fill)
- APPROVAL LETTER FROM REVIEW COMMITTEES OF THE FOLLOWING SECTIONS: 12, 14B, 15B, 16, 17, & 18**
- COPY OF WORCESTER COUNTY BUILDING PERMIT**  
(Copy White Page)
- 2 SETS OF INSTALLATIONS PLANS (MODULARS ONLY).**

Revised: 8/12/24

SEE ARC GUIDELINES