

SUBMITTAL REQUIREMENTS FOR ADDITION/ALTERATIONS TO RESIDENTIAL BUILDING

When submitting plans for Building Plan Check, three (3) sets of scaled drawings with the following information are required:

1. Site Plan — Provide dimensions of property (lot size), location of existing structures and proposed addition/alterations.
2. Foundation Plan & Details — Indicate footing sizes and reinforcing, attachment of new construction to existing structures, etc.
3. Floor Plan — Indicate the new areas, door sizes, window sizes, headers, electrical outlets, light switches, fire alarms, FAU registers, plumbing fixtures, etc. (**Existing floor plan to be included**).
4. Roof Plan — Indicate roof slopes, ridges, valleys, flashing, overhangs, drainage, etc.
5. Exterior Elevations — Indicate finish material (stucco, etc.), lateral bracing system, (i.e., let-in braces, shear panels, window and door openings, plate straps, etc.), and building heights.
6. Section(s) Cut Through Addition and Existing Structure — Indicate a section cut through the addition to show the framing and relationship and attachment to the existing structure.
7. Structural Plan(s) — Indicate framing member sizes, beam sizes, and construction details. (Note: this information may be provided on the “architectural” plans, i.e., floor plan, roof plan, elevations, etc. — separate “structural” plans may not be necessary.)
8. Engineer’s Structural Calculations — Two (2) sets may be required to justify proposed framing member and beam sizes, footing and reinforcement sizes, lateral resisting system and connections. Calculations are required for two (2) story room additions.
9. Energy Compliance Forms — Two (2) sets will be required to indicate compliance with the latest California Energy Commission’s requirements of AB970.