

This handout is designed for assistance in Accessory Structure plan submittal to the Building and Safety Department. Exclusion of any of the following shall be deemed an incomplete submittal and will not be accepted for plan review.

The California Model Codes currently in effect are the 2019 California Codes, based on the 2018 International Residential Code (IRC), 2018 Uniform Plumbing and Mechanical Codes (UPC, UMC), 2017 National Electric Code (NEC), 2018 International Fire Code (IFC) and the 2019 California Energy Code.

**Submit six (6) sets of plans total – three (3) complete sets of fully dimensioned Structural, Architectural, Plumbing, Mechanical and Electrical Plans, three (3) sets of the floor and site plans, and three (3) sets of geotechnical report and two (2) sets of supplemental information. All plans shall be on a minimum 11” x 17” size paper**

**All Detached Accessory Structures will REQUIRE Planning Approval Prior to Permit Issuance.**

- 1.) SITE PLAN:** Drawn to scale with the job address, owner’s name, lot size, setbacks of both existing buildings and proposed addition(s). Show location of sewage disposal system and L.P.G. tank if applicable. Provide a north arrow.
- 2.) FOUNDATION PLAN/ FOOTINGS:** Provide a plan view of the footings and cross sectional footing detail. Show all hold down hardware. Indicate anchor bolt size and spacing.
- 3.) FRAMING PLAN:** Provide a framing plan of the existing structure with detailed information including ceiling joists, headers, roof joists, roofing material. Show size, spacing, and direction of ceiling joists.
- 4.) ROOF PLAN:** Truss calculations required for proposed truss roof, or if conventionally framed, indicate size, spacing, and direction of rafters. Identify roof finish material, roof pitch, and sheathing underlayment.
- 5.) EXTERIOR ELEVATIONS:** Provide (2) exterior elevations identified as front, rear, left, and right sides.
- 6.) UTILITIES:** Provide on Site Plan ALL utility locations above and below ground. Provide location of Main Service Panel, Gas stub-out location, and water service. Indicate conduit size, conductors, receptacles, lighting, ALL termination points, Gas Pipe size, and size of water/waste lines if applicable.

