



COUNTY OF YOLO
Department of Community Services
Building Inspection Division

Form #
RES - 005

292 W. Beamer Street Woodland, CA 95695
(530) 666-8775 Fax (530) 666-8156
www.yolocounty.org

**CHECKLIST for SINGLE FAMILY RESIDENCE
ADDITION/ALTERATIONS SUBMITTALS**

Design Criteria:

- ◆ Seismic Zone D2 **OR** provide analysis and calculations from California Registered Engineer
- ◆ Basic ultimate velocity 110 exposure C **OR** provide wind speed calculations from California Registered Engineer
- ◆ 2016 editions of the California Codes: Building, Electrical, Plumbing, Mechanical, Fire, Green Building Standards, 2016 Energy Standards and CA Health and Safety Code.
- ◆ Climate Zone 12; Soil Bearing pressure of 1,500 psf of in accordance with geotechnical report.

Drawing Criteria:

Drawing sizes shall be a minimum of 18" x 24" to a maximum of 30" x 42" inches and all pages shall be the same size. Plans must be clear and legible; non-legible plans **will not be accepted**. Scale shall be 1/4" inch per foot for structural and architectural; 1" inch = 20 feet for site plans.

Plans must be wet-signed by the preparer on each page. Architects/ Engineers must affix their seal and wet-sign (cover sheet of supporting documents to be wet-signed).

Prepared Plans:

- ◆ Plans may be prepared by any person if conforming to the Conventional Framing Requirements of the CA Residential Code and approved framing charts for single family dwellings not more than two stories, plus basement, in height.
- ◆ Structural elements that do not conform to the conventional framing requirements must be designed by a California Registered Engineer.

Building Plans: 2 SETS

- | | |
|---|--|
| <input type="checkbox"/> Site Plan | <input type="checkbox"/> Truss Calculations (wet stamped & signed by engineer), may be deferred |
| <input type="checkbox"/> Foundation Plan and Footing Detail | <input type="checkbox"/> Structural Plans, Details, and/or Calculations |
| <input type="checkbox"/> Floor Plan – ALL Rooms, Windows & Doors must be Labeled | <input type="checkbox"/> Electrical, Plumbing & Mechanical Plans |
| • Identify Existing Floor Plan and Proposed Changes | <input type="checkbox"/> Energy Code Certificate of Compliance |
| <input type="checkbox"/> Roof Framing Plan with all Headers and Beam Sizes | <input type="checkbox"/> Fire Sprinkler Plans and Hydraulic Calculations, may be deferred |
| <input type="checkbox"/> Elevation views (front, rear, sides) | <input type="checkbox"/> Flood elevation certificate, if applicable |
| <input type="checkbox"/> Cross Sections showing Construction Details, Roof Pitch, Sizes & Spacing of Structural Members | <input type="checkbox"/> Wildland Urban Interface Construction Requirements, if applicable |
| <input type="checkbox"/> Flood elevation certificate, if applicable | |
| <input type="checkbox"/> Floor Framing Plan | |

This is not a complete list of all required submittals and additional information may be required to facilitate plan review. Other County departments and/or public agencies may have to review the plans before permits can be issued.

Supplemental Forms:

- | | |
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| <input type="checkbox"/> Building Permit Application | <input type="checkbox"/> Environmental Health Land Use Review Survey |
| <input type="checkbox"/> Owner Builder form, if applicable | <input type="checkbox"/> Construction & Demolition Debris Diversion plan |
| <input type="checkbox"/> Authorization of Agent form, if applicable | |

Submittal will expire if permit is not issued within 180 days of approval or if the applicant fails to respond to plan review comments within 180 days of notification.

Please be aware that various departments/agencies will apply fees at the time of plan submittal and permit issuance.

RESIDENTIAL ADDITION/ALTERATION

Specific Information on the Construction Drawings:

General Information/Building Analysis (cover sheet):

- Project name and address as well as project owner's name, address, and phone number (contact person)
- Name, title, address, and phone number of architect or engineer of record
- Assessor's parcel number (APN)
- Total square footage of building and improvements
- Zoning
- Vicinity map, location, and north arrow
- Stamp and wet signature of design professional (all sheets) if applicable
- Condition floor area
- Electrical service equipment size

Plot/Site Plan:

- Lot dimension showing whole parcel and property lines
- Building footprint (provide dimensions to property lines and adjacent buildings)
- Identify structure orientation with north arrow
- Direction arrows showing drainage from and on property
- Grading plan with new and existing elevations
- Show location of:
 - Electric meters/service
 - Septic system
 - Location of well
 - Easements, right-of-away, etc.
 - Other structures on property
 - Driveway
 - Gas meters
 - Propane tank
 - Mandatory requirements of Planning Division and/or use permit

Architectural and Structural Plans:

- Foundation plan
- Floor plan (show each floor drawn to scale and fully dimensioned):
 - Show size of all openings/swings of doors
 - Reference to section details
 - Show location of all stairways
 - Identify uses of all rooms
 - Show smoke detector locations/ Carbon Monoxide detectors
 - Show location of electric panels
- Floor/wall/roof framing plans
- Exterior elevations (north, south, east and west)
- Details architectural/structural:
 - Cross sections
 - Framing details
 - Section details
 - Footing details (piers, grade beams, rebar, hold-downs, straps, etc)
 - Bracing details
 - Shear wall length, height, locations and schedule.
 - Structural material specifications.
 - Window/ door schedules (list size and type)
- Floor plan showing electrical items locations:
 - Lighting locations and switching
 - Mechanical equipment and disconnects
 - Receptacles and GFCI receptacles
 - Combination type Arc Fault Circuits and Tamper resistant
 - Distribution panel locations and size

Please keep in mind that, if you are planning an improvement, you need to check with your local homeowner's association and architectural review committee for Conditions, Covenants, and Restrictions (CC&R's). Yolo County has no regulatory authority to enforce or notify permit applicants of CC&R requirements nor deny permits for non-compliance.