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**PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION**

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411 Main Street, 2<sup>nd</sup> Floor    Phone: (530) 879-6900  
P.O. Box 3420                      Fax: (530) 895-4899  
Chico, CA 95927-3420            [www.ci.chico.ca.us](http://www.ci.chico.ca.us)

## **DEVELOPMENT ENGINEERING REVIEW CHECKLIST FOR BUILDING PERMITS**

THIS CHECKLIST IS USED AS A PROCESSING AID TO ASSURE COMPLIANCE WITH THE CHICO MUNICIPAL CODE. ***THIS CHECKLIST IS A PROCESSING AID AND DOES NOT ENSURE THAT ALL ISSUES PERTINENT TO A PARTICULAR PLAN SET HAVE BEEN ADDRESSED.***

Building Plan Check Criteria: ADU: Greater than 1,000 SF

Plan Check Requirements:

**Onsite:** ADU's require an onsite grading plan and paved parking if the applicant designates areas for parking.

**Offsite:** Construction of full urban improvements and/or repair of existing along the street frontage. Work will require a City issued Encroachment Permit.

Provide separate onsite and offsite Engineer Estimates for determination of plan check and inspection fees.

All construction within the City right-of-way will require a City issued Encroachment Permit. Please contact [encroachmentpermit@chicoca.gov](mailto:encroachmentpermit@chicoca.gov) for more information.

Provide an offsite improvement plan, prepared by a registered engineer, showing construction of City Standard sidewalk along the \_\_\_\_\_ frontage(s).

Provide an onsite grading plan for the site to confirm the existing drainage patterns (existing grades), indicating how the lot will drain (proposed grades), and demonstrating how required water quality and quantity mitigation will be addressed. Lot cannot drain into the unimproved alley.

Add the following note... "Remove, replace, reconstruct, and/or upgrade any deficient public improvements along the \_\_\_\_\_ frontage(s) to achieve compliance with City Standards, current ADA, and Title 24 Accessibility Requirements. City to determine the limits of replacement and/or reconstruction."

Add the following note... "All Public ROW truncated domes shall ADA Solutions, cast-in-place, replaceable panels, Federal Yellow (Federal Color No. 33538)."

### **ADU Parking Requirements:**

\* PER THE CITY OF CHICO MUNICIPAL CODE ***ONE ITEM*** IN THE FOLLOWING LIST OF CRITERIA MUST BE MET IN ORDER TO MEET THE ADU PARKING REQUIREMENTS. ***ALL DESIGNATED PARKING AREAS SHALL BE CONSTRUCTED WITH ALL-WEATHERING MATERIALS AND SHALL RETAIN RUNOFF ON SITE.***

Proposed parking is located off an alley. (Must meet the 24-foot backup distance from the alley, if it does not, revise site plan to indicate proposed parking to have a 24-foot backup distance.)

Plans indicate that one off-street parking space will be provided per ADU.



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Plans indicate Tandem parking.

Parking shall not be required for an ADU in any of the following instances:

- a. The ADU is located within one-half mile of public transit.
- b. The ADU is located within an architecturally and historically significant historic district.
- c. The ADU is part of the existing main residence or an existing accessory structure.
- d. When on-street parking permits are required but not offered to the occupant of the ADU.
- e. When there is a car share vehicle located within one block of the ADU.
- f. The parking is eliminated or converted in conjunction with the construction of an ADU.