



COMMUNITY DEVELOPMENT
DEPARTMENT

Form 30

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City of Chico
Plan Submission
Requirements for SFD/ ADU

Single Family/Accessory Dwelling Unit Projects - Plan Submission Requirements

Three (3) sets of complete building plans/reports and documents are required for the plan check of the proposed construction. One set will be returned to you as the officially approved job copy. Plan size shall be 18" x 24" minimum, and 24" x 36" maximum. All dimensions and scales shall be clearly indicated. No marked, altered, or paste-on plans will be accepted. You may be required to retain a registered architect or professional engineer to prepare your building plans if plans are inadequate or if required by the Business and Professional Code, or if required by the Building Official.

The following information, if applicable, shall be included on, or with, ALL plans submitted for buildings and accessory structures:

- **The Designer's Name:** When the drawings are prepared by a California licensed architect or registered professional engineer, that person must sign and seal all drawings and calculations as appropriate.
- **Plot Plan:** Show the outlines of the Assessor's Tax Parcel and the locations and use of all existing and proposed buildings. Plan details must include parcel dimensions, building setbacks from all property lines, distance between buildings, off-street parking, driveways, sewer lines or septic tank and leach field locations, percentage of the lot covered by buildings, scale of the drawings, and a north arrow. Also specify the owner's name, the site address, and the Assessor's parcel Number.
- **Foundation Plan:** Show dimensions and depths into bearing soil of all foundation components. Indicate foundation anchoring details, reinforcements, crawl space clearances, underground utilities, vents, and access. Any foundation system that deviates from the standard foundation system described in the California Building Code must bear the seal of a registered civil or structural engineer or architect and have supporting calculations to substantiate the design. Foundation design criteria must be in accordance with data provided in an accompanying soil report.
- **Floor Plan:** Show complete dimensions. Include location of smoke detectors, all appliances, heating systems, electrical outlets, fixtures, attic and underfloor access, door and window types and sizes (tempered or thermal glass as required), other important structural elements, fire protection in attached garages, and any other information necessary to show that the building will meet all applicable codes. Also indicate the gross floor area to be heated.
- **Exterior Elevations:** Submit elevations of all sides of the building. Show building height in feet, indicate the difference in elevation between the highest point of the structure (not including antennas, etc.) and the highest and lowest ground elevation at the exterior foundation of the structure.
- **Cross Sections:** Show cross sections for as many areas as necessary to completely describe the structural layout. Include details for high strength connections, insulation placement, ceiling heights, and/or other necessary or unusual details.

- **Framing Plans:** Submit framing plans for floor, ceiling, wall and roof framing including dimensions, materials, sizes, spacings, and connection details of all structural framing members.
- **Roof Plan:** Indicate roof layout, skylights, pitches, slope directions, types of roof covering, sheathing, and underlayment.
- **Construction Details:** Detail cross sections of foundation components, anchoring, structural member connections, seismic connections, and other pertinent construction details.
- **Soil Report:** A comprehensive soil investigation prepared by a registered soil or civil engineer is required for new buildings. Building additions and remodel work normally are not required to have a soil report, depending on the extent and nature of the additions.
- **Engineering Calculations:** These are to be submitted for all buildings and/or building parts that are not of conventional wood construction, and foundation systems that deviate from a standard CRC foundation system.
- **Manufacturers' Engineering Reports:** These are required for ALL prefabricated structural framing components.
- **Title 24, State Energy Calculations:** A certificate of Compliance (CF-1R) with all applicable signatures, shall appear on the plan. Provide heat loss calculations or specify the alternative component package used. Show all mandatory measures on the plan.
- **Electrical, Plumbing, and Mechanical Permits:** These will be required in addition to the building permit, when applicable. All electrical, plumbing and mechanical plans shall be submitted together with the building plans at the time of building permit application.
- **Additional permits / applications may be required:** Such as sewer application, grading, encroachment, stormwater and erosion control, depending on the type, scope and location of the project.