



DRAWING REQUIREMENTS: ROOM ADDITIONS FOR SINGLE FAMILY HOMES

HOW MANY COPIES OF THE PLANS DO I SUBMIT FOR REVIEW ?

Room additions require the submission of two(2) complete sets of plans, and one (1) additional floor, plot and elevation plans (for the Planning Department & County Assessor) and two (2) copies of any calculations(structural, energy). All Plans submitted must be non-erasable and on substantial paper exactly as the building is to be constructed. Plans that are indefinite, incomplete, defaced, or faded cannot be approved. The person who prepared the plans must sign them.

WHAT INFORMATION MUST BE SHOWN ON THE PLANS?

- I. **PLOT PLAN:** The plot plan must be drawn to scale with setbacks identified between the property lines and any structures (existing and new). Show location of all existing structures (if any). Provide a north arrow. On new homes, the site plan should include locations of utility meters, driveway locations, right-of-ways or easements. An information box should be placed in the bottom right corner indicating the street address, site area, owner's name, and the name of the person preparing the plans.
- II. **FOUNDATION PLAN:** Provide a plan view (also called a bird's view) of the foundation slab and cross sectional footing detail, show all hold-down hardware and indicate anchor bolt size and spacing.
- III. **FLOOR PLAN:** Provide a double lined plan view of proposed job. Indicate size and location of all doors, windows, and headers. Show size, spacing, and direction of ceiling joists. Identify all plumbing fixtures, electrical devices, outlets, lights, and switches. Show the existing use, square footage and the location and size of windows in the adjacent rooms, for additions. Indicate the proposed square footage of the addition and its use.

- IV. **ROOF PLAN**: Truss calculations are required for proposed trussed roof, or if conventionally framed, indicate size, spacing and direction of rafters. Identify roof finish material and sheathing underlayment.
- V. **EXTERIOR ELEVATIONS**: Room additions require three (3) exterior elevations identified as front, left, right sides. Show doors, windows, finished floor line, exterior finish, and indicate roof pitch. New homes require that all four (4) exterior elevations be shown. Additionally, if the project was subject to Design Review, indicate all applicable colors and other requirements of the Planning Department.
- VI. **REQUIRED DETAIL**: Provide a cross section (cut view) of proposed job. Show foundation, wall studs, ceiling joists, rafters, roof pitch, etc. Indicate size, spacing, and proposed materials. If the ceiling is vaulted, show cross sections and structural connections.
- VII. **FINISH MATERIALS**: Indicate ceiling, wall, and floor finish materials on floor plan, also identify proposed glazing (dual or single glazing).
- VIII. **ENGINEERING (STRUCTURAL) CALCULATIONS**: Submit two (2) complete sets of structural calculations and truss calculations (if applicable) with the architect's or engineer's original wet signature and stamp on both sets of calculations and plans. The plans and calculations must correlate with each other.
NOTE: If the proposed construction conforms to conventional construction parameters, structural calculations are not required.
- IX. **T-24 ENERGY CONSERVATION INFORMATION**: Generally, for room additions the standards apply only to the new habitable areas, nothing needs to be done to the existing portions of the home. Room additions or new homes may be constructed using either the "Package Compliance Method" or the "Point Calculation Compliance Method."
- X. The Package regulations include a simplified method for construction of energy efficient buildings. This simplified method allows the following minimums, which must be shown on your plans:
- A. R-30 ceiling insulation
 - B. R-13 wall insulation
 - C. R-19 insulation in raised floor areas (if any)
 - D. Dual glazing (not to exceed 20% of the gross floor area plus the area of any removed glazing for additions)
 - E. The room addition or new home must also comply with the Mandatory Features and Devices regulations. Any deviations in this area will be identified during the plan review process.
- X. **ADDITIONAL REQUIREMENTS**: Additional information may be required by other City Departments or by the Building and Safety Division in order to convey needed information relative to the construction of your project. Please feel free to contact any member of the Building and Safety Division for additional assistance with your project.