



SUBMITTAL REQUIREMENTS FOR RESIDENTIAL ALTERATIONS / ADDITIONS

This handout is designed for assistance in Residential Alterations or Additions Plan Submittal to the Building and Safety Department. Omission 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 2007 California Codes, based on the 2006 International Building Code (IBC), 2006 California Plumbing & Mechanical Codes (UPC, UMC), 2005 National Electrical Code (NEC), 2006 International Fire Code (IFC) and the 2005 California Energy code.

**Submit four (4) complete sets of architectural and electrical plans.
All plans shall be identical copies or blueprinted on a minimum
11" x 17" size paper**

CONSTRUCTION PLANS SHALL INCLUDE BUT NOT BE LIMITED TO:

Cover sheet:

1. Parcel number(s) and Site Address
2. Building data: Existing building Sq. Ft. and new addition Sq. Ft., use/occupancy as R-3, Building code data: (2007 California Model Codes as based on the 2006 IBC, 2006 UMC & UPC, 2005 NEC, 2006 IFC and the 2005 California Energy Code)

Plot Plan: (The cover sheet and plot plan may be combined)

Provide North arrow, identification of street frontage; show existing building footprint and room addition location and setbacks to property lines and / or easements

Floor Plan:

1. Fully dimensioned and drawn to scale (3/16 inch per foot minimum)
2. Show walls as double lined and indicate existing or new, with references to new wall construction details indicating wall heights, framing member size, spacing and material type; exterior and interior finishes, etc.
3. Existing and new, door and window locations, sizes and types
4. Identify all elements of habitable space identify existing and new room uses, closets, fixed shelves, media niches, fireplaces, appliances, plumbing fixtures, etc.
5. Identify all proposed alterations to existing walls, doors and windows regarding removals, replacement and /or relocations; kitchen / bathroom remodeling, etc.

Elevations:

Provide side views of the building exterior, showing the new and existing structure's exterior features and elements e.g. fireplaces, roof vents, doors, windows, etc.

Section Views:

Provided section views indicating wall heights, insulation locations for walls and roof/ceilings for new conditioned spaces, wall and roof/ceiling finishes, etc.

Plumbing / Mechanical:

1. Points of connection for water / sewer
2. Material type & sizes for waste/vent system
3. HVAC (new or existing) equipment location and BTU input

Electrical Plan:

1. Existing main service size, location; proposed panel relocation or upgrade
2. Electrical power and lighting plans, interior fixture schedule
3. Title 24 Energy electrical requirements including high efficacy fixture types, motion sensors, dimmer switching and photo controls

Structural Plan / Foundation / Framing / Roof Plan & Details:

1. Structural design by a California State registered Engineer or licensed Architect if the proposed structure does not comply with conventional light wood framing
2. Foundation supporting elements, reinforcement, slab and footing details, anchor bolt size and spacing, hold down devices, etc.
3. Structural frame plan(s) and key referenced details
4. Two (2) sets of "wet" stamped / signed Structural Calculations
5. Two (2) Roof truss calculations (if applicable). The Architect or Engineer of record shall first review and stamp the truss layout sheet finding the design to be in general conformance with the building design, prior to submittal to the Building and Safety Department for Approval

Supplemental Information:

1. Two (2) copies of Geotechnical soils reports for residential room additions that exceed 25% of the existing structure's footprint
2. Package D prescriptive method Energy Forms, or computerized ENV (Envelope), MECH (Mechanical) and LTG (Lighting) energy calculations for new conditioned space; and all required forms copied to the full size plan sheets.
4. Fees are based on the City of Murrieta Adopted Fee Schedule
5. The contractor must sign the permit application and provide evidence of a current California State contractor's license. If an owner chooses not to hire a contractor, they must then sign the permit application as Owner / Builder and complete the certification form for the owner / builder permit issuance
6. All contractors / sub-contractors must show proof of State and City licenses and shall comply with Sec. 3800 of the Labor Code regarding Workers Compensation.

Contact the Engineering Dept. regarding grading permit requirements at application.

Contact the County of Riverside Health Dept. for properties on private sewage systems for verification of existing system location and provide a copy to the Building and Safety Department.