



Planning, Building and
Code Enforcement

ADU, Duplex, & Townhomes Plan Submittal Requirements AB2234

REFERENCE

2022 California Building Code

This packet is for projects that involve new construction that needs to go through Plan Review.

If your project involves only minor or no structural changes, you likely qualify for Over-the-Counter permit service.

This packet outlines the common plans, calculations, and forms you may need to provide if you are:

- building an **ADU, Duplex, Townhome**

GENERAL INSTRUCTIONS FOR PLANS AND CALCULATIONS

Anyone can prepare plans, however, they must be drawn to scale and clearly show the scope of work being proposed. If any portion of a structure deviates from conventional framing, the Building Department may require that the plans, drawings, specifications or calculations for that portion be prepared by or under the direct supervision of a registered engineer or architect. This professional must also stamp and sign the sheets pertaining to this work.

Follow these plan submittal requirements:

	<i>Item As Applicable to Your Project</i>	<i>Reviewed by</i>
PLAN SET REQUIREMENTS Submit 2 sets of all plans Sheet size: 18" X 24" Minimum	Plans showing site, setbacks, & elevations	Planning Division
	Building, grading, electrical, mechanical, and plumbing plans	Building Division
	Encroachment or right of way	Transportation
	Fire Prevention, fire sprinklers	*Fire District
Plan preparer is to sign all plans. Architect or Engineer is to stamp and sign all pages and wet sign/wet stamp the cover page for Plan Sets and Calculations.	Put plans, as applicable, in this order: <ul style="list-style-type: none"> • Cover Sheet with project description • Site Plan, Grading Plan, Landscape Plan • Architectural Plan, Elevations • Structural Plan, Details • Electrical / Solar Plan • Mechanical Plan • Plumbing Plan • Title 24 Energy Documents • *Fire sprinkler plans 	
CALCULATION REQUIREMENTS Submit 2 sets	Required calculations may include: <ul style="list-style-type: none"> • Structural calculations, vertical and lateral loads • Title 24 Energy Calculations and forms for: <ul style="list-style-type: none"> - New construction or alteration of the existing building envelope - CF-IR and MF-IR forms completed, signed, and printed on plans - CF-GR and Insulation Certificate attached to plans - Performance Analysis and Backup forms • Hydraulic Calculations 	
Preparer, Architect or Engineer is to sign and stamp all documents		

**Development Services
Permit Center**
2850 Fairlane Ct.
Placerville, CA 95667
530-621-5315

www.edcgov.us/Government/building/Pages/building_main_info.asp

INFORMATION TO INCLUDE ON PLANS. The following pages outline the minimum information that should be included on each type of plan. This outline pertains to typical projects.

INFORMATION TO INCLUDE: **ADU - ADU** | **DUP - DUPLEX** | **TWN - TOWN HOMES**

	ADU	DUP	TWN	✓
A-1 COVER SHEET	●	●	●	
1. Project Address, Assessor's Parcel Number	●	●	●	
2. Preparer Name, Title, Registration (if applicable), Address, and Phone Number	●	●	●	
3. Legal Property Owner's Name, Address, and Phone Number	●	●	●	
4. Scope of Work identifying all work proposed under this permit	●	●	●	
5. Occupancy Groups Classification (e.g., R3 and U) and Type of Construction (e.g., Type VB)	●	●	●	
6. Gross Square Footage Per Use, Area & Floor, or Building Height, Scale	●	●	●	
7. Index of Plans	●	●	●	
8. Applicable Codes, e.g., 2022 CBC, CRC, CEC, CMC, CPC & Calif. Building Energy Efficiency Standards	●	●	●	
A-2 PLOT PLAN - Draw to scale. Show:	●	●	●	
9. Full Parcel, Lot Dimensions, Property Lines, Interior Lot Lines if applicable, Street Name/s	●	●	●	
10. Small Vicinity Map including North Arrow	●	●	●	
11. Building Footprint and Roof Line with all projections and dimensions to property lines	●	●	●	
12. Any Recorded Easements, Riparian Features, and Visible Utilities (meters for electric, gas, and water on site)	●	●	●	
13. Identify Location & Type of Trees	●	●	●	
14. Location of existing fire hydrant within 500 feet of project	●	●	●	
A-3 GRADING PLAN - Draw to scale. Show: <i>**See Site Plan CHECKLIST Link Below</i>	●	●	●	
15. Pad Elevations, Ground Slope Drainage Scheme and Topographic drawn to 1'-0" or 2' Contours	●	●	●	
16. Location of existing and proposed Retaining Walls & Structures	●	●	●	
17. Show how fire safe regulations will be met for driveway & property.	●	●	●	
A-4 ARCHITECTURAL PLANS	●	●	●	
18. Proposed Floor plans	●	●	●	
19. Exterior Elevations	●	●	●	
20. Architectural Details	●	●	●	
21. Typical Cross Sections in each direction	●	●	●	
A-5 ARCHITECTURAL DETAILS	●	●	●	
22. Window Schedule detailing egress, safety glazing, and any skylight-approved listing numbers	●	●	●	
23. Door Schedule listing sizes and types	●	●	●	
24. Flashing: Vertical and Vertical-to-Horizontal junctures of materials	●	●	●	
25. Roof: Eaves, Overhangs, Rakes and Gables	●	●	●	
26. Floor Changes such as wood-to-concrete flashing details	●	●	●	
27. Handrails, Guardrails and Support Details	●	●	●	
28. Stairway Rise and Run, Framing, Attachment and Dimensions of Members	●	●	●	
29. Prefabricated Fireplace with approved listing number	●	●	●	
S-1 STRUCTURAL PLANS	●	●	●	
30. Foundation and Structural Floor Framing plans	●	●	●	
31. Structural Material Specifications	●	●	●	
32. Shear Wall & Holdown plan with table of wall type, nailing, anchor bolts, sill nailing, transfer connections, holdowns, and bolts.	●	●	●	

[SITE PLAN CHECKLIST](#)**

	ADU	DUP	TWN	✓
S-2 STRUCTURAL DETAILS	●	●	●	
33. Footings, Piers, and Grade Beams: Detail all post-to-beam, post-to-footing, and beam-to-beam connections or call out approved metal connectors.	●	●	●	
34. Post and Girder Connections	●	●	●	
35. Structural Wall Sections with details at foundation, floor, and roof levels	●	●	●	
36. Shear Transfer and Holdown Bolt details	●	●	●	
S-3 ROOFS AND TRUSSES	●	●	●	
37. Roof Framing Plan with truss I.D. number and manufacturer's name	●	●	●	
38. Truss Plans reviewed and stamped approved by responsible design professional	●	●	●	
39. Detail of all truss splices, connections, plate sizes and hangers	●	●	●	
40. Show all trusses including gable bracing and bridging	●	●	●	
M-1 MECHANICAL	●	●	●	
41. Location of HVAC equipment and size, noting BTU/HR output	●	●	●	
P-1 PLUMBING	●	●	●	
42. Locations of plumbing fixtures, gas plan schematic, listing all required dimensions	●	●	●	
E-1 ELECTRICAL COMPONENTS	●	●	●	
43. Locations and sizes of outlets, fixtures, switches, smoke detectors, subpanels, and main panels	●	●	●	
TITLE 24 BUILDING ENERGY EFFICIENCY STANDARDS AND CALGREEN	●	●	●	
44. CF-1R and MF-1R forms completed, signed and printed on plans	●	●	●	
45. CF-GR and Insulation Certificate attached to plans	●	●	●	
46. Performance Analysis and Backup forms included	●	●	●	
FS-1 SITE PLAN DRAWN TO SCALE WITH THE FOLLOWING ITEMS SHOWN ON THE PLAN:	●	●	●	
47. All property lines, the outline of all buildings on the lot, roads adjacent to the lot, the driveway, a North arrow and the scale the plan is drawn to note.	●	●	●	
48. The point of connection to public or private water system and size of any public water main.	●	●	●	
49. Any alternate water supply components such as well, pump, and any tanks.	●	●	●	
50. The point of entry of the water service to the dwelling.	●	●	●	
51. The size and type of all pipe and fittings, with the length of each segment of the underground supply line.	●	●	●	
52. The location, size and arrangement of all devices on the water supply line, such as meter, valves and backflow devices.	●	●	●	
53. Reference points corresponding to matching locations in the hydraulic calculations.	●	●	●	
FS-2 FLOOR PLAN / FIRE SPRINKLER PLAN DRAWN TO SCALE WITH THE FOLLOWING ITEMS SHOWN ON THE PLAN:	●	●	●	
54. Label all rooms and indicate the use of any room where sprinkler protection is not being provided.	●	●	●	
55. The location of the sprinkler system riser.	●	●	●	
56. All sprinkler locations and spacing dimensioned on the floor plan, including the garage.	●	●	●	
57. Size and type of all pipe and fittings, with length of each segment.	●	●	●	
58. The location and type of all pipe hangers and other means of support.	●	●	●	
59. The location of all heat producing devices with their heat zones noted on the plan.	●	●	●	
60. The location of all ceiling electrical fixtures. Indicate the size and depth of all fixtures not flush with the ceiling.	●	●	●	
61. The location, size, depth and spacing of any exposed beams.	●	●	●	
62. Provide ceiling elevations, or cross sections, to indicate any sloped, beamed, or special shaped ceilings.	●	●	●	
63. The location of the alarm bell.	●	●	●	
64. Specify the method of freeze protection for the piping system when it is determined to be necessary by the system designer.	●	●	●	
65. Reference points corresponding to matching locations in the hydraulic calculations.	●	●	●	

	ADU	DUP	TWN	✓
FS-3 FIRE SPRINKLER RISER DETAIL SHOWING THE FOLLOWING:	●	●	●	
65. The location of main control valve for the domestic and fire sprinkler systems.	●	●	●	
66. The location of the domestic tie-in showing the domestic control valve.	●	●	●	
67. The location of the water flow switch, check valve, pressure gauges, and test / drain assembly.	●	●	●	
68. A listed exterior water flow alarm and interior alarm interconnected with all smoke detectors.	●	●	●	
69. The location of all transitions between piping materials.	●	●	●	
70. Reference points corresponding to matching locations in the hydrolic calculations.	●	●	●	
G-1 PLANNING AND DESIGN	●	●	●	
71. Storm water drainage and retention during construction.	●	●	●	
72. Grading and paving.	●	●	●	
73. Electric Vehicle (EV) charging.	●	●	●	
G-2 WATER EFFICIENCY AND CONSERVATION	●	●	●	
74. Water conserving plumbing fixtures and fittings.	●	●	●	
75. Standards for plumbing fixtures and fittings.	●	●	●	
76. Rodent proofing.	●	●	●	
77. Construction waste management,	●	●	●	
78. An operation and maintenance manual.	●	●	●	
G-3 ENVIRONMENTAL QUALITY	●	●	●	
79. Fireplaces	●	●	●	
80. Duct openings	●	●	●	
81. Adhesives, sealants and caulks.	●	●	●	
82. Paints, stains and other coatings.	●	●	●	
83. Aerosol paints and coatings.	●	●	●	
84. Documentation	●	●	●	
85. Carpet and carpet systems.	●	●	●	
86. Eighty percent of floor area receiving resilient flooring.	●	●	●	
87. Particleboard, medium density fiberboard (MDF) and hardwood plywood.	●	●	●	
88. Vapor retarder and capillary break.	●	●	●	
89. Moisture content of building materials.	●	●	●	
90. Heating and air-conditioning system design.	●	●	●	
PV-1 SOLAR & ESS	●	●	●	
91. Roof layout or plan modules	●	●	●	
92. Single Line Diagram	●	●	●	
93. Signage	●	●	●	
94. Attachment layout	●	●	●	
95. Racking and Attachment Data sheet	●	●	●	
96. Module Data sheet	●	●	●	
97. Inverter Data sheet	●	●	●	
98. Battery Data sheet	●	●	●	
99. Inverter Certificate	●	●	●	

OTHER DOCUMENTS OR PLANS

Depending on the project, other documents or plans may be required. Examples include:

- Soils Report and Geologic Hazard Study if in a Geologic Hazard Zone
- MWELo
- Demolition of Structures on site