



PLANNING AND BUILDING DEPARTMENT

BUILDING SERVICES

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ACCESSORY DWELLING UNIT / JUNIOR ACCESSORY DWELLING UNIT

The following items are required for a submittal to be deemed complete

Two complete sets of plans including:

- T.R.P.A Plan (only projects within Tahoe Basin)** - per the T.R.P.A checklist located at: http://www.trpa.org/wp-content/uploads/Single_Family_Dwelling_Project_Application.pdf
- Site/Plot Plan** (see page 2) complete square footage summary of all **impervious** surface coverage
- Floor Plan** - Provide a room-by-room square footage table that delineates all interior livable areas and use room labels. All measurements must be taken using interior dimensions only (interior wall surface to interior wall surface). Non-habitable areas should not be included in the interior livable space total.

Room / Space	Use	Area (sq ft, interior)
Living Space	Living	___
Kitchen	Cooking	___
Bathroom	Bath/Toilet	___
Laundry	Washer/Dryer	___
Closet/Hall	Storage	___
Total Interior Livable Area		___

Net Building Area (Building Envelope): ___ sq ft

- Foundation Plan** – with complete dimensions
- Floor Framing Plan** – not applicable for slab construction
- Roof Framing Plan** – if a roof truss system is to be used, truss design and manufacturer’s specifications (must be reviewed and signed by a California licensed engineer)
- Building Sections/Structural Plans**
- All Building Elevations** – for multi-story, show how height complies with zoning maximum height and side yard setback provisions (see Planning Services for more information)
- Residential Fire Sprinkler System** – System shall be designed by an appropriate California licensed professional
- Electrical/Mechanical Plan** – include gas schematic if applicable and all meter locations (may be shown on floor plan)
- Erosion Sediment Control Plan** – (if applicable)
- Post Construction Storm Water Plan** – (not applicable if creating or replacing less than 2,500 square feet of **impervious** surface)
- C.E.C. Energy Analysis Report** – Title 24 that includes: Form CF-1R and mandatory measures checklist https://ww2.energy.ca.gov/title24/2019standards/2019_compliance_documents/Residential_Documents/CF1R/
- CALGreen Residential Checklist** – for more information, please visit: [2016 CALGREEN Residential Checklist](#)
- MWELo Checklist: Link to [MWELo Checklist](#)**
- One Additional Floor Plan** – for the County Assessor’s Office
- Submittal Fees**

ACCESSORY DWELLING UNIT / JUNIOR ACCESSORY DWELLING UNIT
Site Plan/Plot Plan Requirements

The following items are required for the site/plot plan to be deemed complete.

- Site/Plot Plan** - drawn at a conventional scale (i.e., 1" = 10', 1" = 20', etc.) showing the entire parcel with property lines dimensioned (if you have a very large parcel, you may use a reduced scale such as 1" = 50' or 1" = 100', as long as the *grading portion* of the site plan is *no smaller than 1" = 20'* (this method may require two or more drawings)).
 - Provide a North arrow on the site and/or plot plan.
 - Provide the scale being used for the site and/or plot plan.

- Show the location and dimension of all recorded easements on the parcel** - (i.e: road easements, public utility easements, drainage easements, etc.). Show distances from the proposed structure(s) to all property lines (or nearest edge of road easement(s)). Show to scale all existing or proposed structure(s) on the property (such as garage, well, shed, barn, swimming pool, propane tank, septic system, etc.) and building separation dimensioned.
 - Provide to scale and dimension all existing and proposed driveways and parking areas.

- Show how the California "Fire Safe/Defensible Space" Regulations will be met for driveway & property** - from the proposed structure to the addressed road, turnarounds, turnouts and fuel modification (CRC R327.1.5).
 - A summary is available from Building Services or on our website:
https://www.edcgov.us/Government/building/Pages/fire_safe_regulations_title_14_article_2.aspx
 - Provide a fully dimensioned driveway profile that includes the following: *elevations* at road edge or top of curb, garage floor and at each grade break; *percentage of slope* between grade breaks; and *distance* between grade breaks. A sample profile is available at Building Services

- Show *existing site topography* (prior to grading)** - using contour lines at 1' or 2' vertical increments. The contour lines must extend a minimum of 20 feet beyond the building site, driveway or other area of disturbance. Use positive values only and state the source of the topography.

- Show the *proposed grading*** - This is generally done by using one of two methods: darker, thicker contour lines that overlay the (lighter) existing contour lines; or thicker lines that show cut and fill slopes to scale (the slopes are plotted using a scale). Also specify the yardage of cut and fill.
 - Provide the finish floor elevation of the proposed structure.
 - Due to the technical nature of this aspect of the building plans, we recommend that you have a design professional (i.e. civil engineer, architect or landscape architect) assist with this portion of your plan preparation. **Depending on several factors, it may be required that a civil engineer prepares or supervises preparation of your plan.**

- Show how CALGreen site development requirements will be met** - More information may be found on link: [2016 CALGREEN Residential Checklist](#) (see sections 4.106.2 & 4.106.3)

- Parcels within an area of special flood hazard (identified by FEMA)** - Planning Services may require a licensed civil engineer or surveyor to determine the proposed building is outside a flood zone. Flood insurance rate maps shall show the flood zone.