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Plan Review Submittal Accessory Structure

The following items are required to be a deemed complete permit application.

TWO complete sets of plans that include:

- SITE/PLOT PLAN** (see reverse) – complete square footage summary of all [impervious](#) surface coverage
- EROSION SEDIMENT CONTROL PLAN**
- [POST CONSTRUCTION STORM WATER PLAN](#)** – Not applicable if creating or replacing less than 2,500 square feet of impervious surface - Link to: [Storm Water Management Info](#)
- BUILDING ELVATIONS** – for multi-story, show how height complies with zoning maximum height and side yard setback provisions (see Planning Services for more information)
- FOUNDATION PLANS** – with complete dimensions
- FLOOR PLANS** – with complete square foot summary, dimensions, and room use labels
- FLOOR FRAMING PLAN** – Not applicable if 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)
- ELECTRICAL/MECHANICAL/PLUMBING PLANS** – If installed may be included on floor plan. *If applicable* include gas schematic and all meter locations for any gas system, sized properly for LP or natural gas
- BUILDING SECTIONS/STRUCTURAL PLANS**
- C.E.C. ENERGY LOSS CALCULATIONS** – Form CF-1R, Mandatory measures checklist
- APPLICATION PROCESSING FEE**
- ONE ADDITIONAL FLOOR PLAN** – for the County Assessor’s Office

I understand an application missing any items will be deemed incomplete and the plan check will not be scheduled until all the items above are received by Building Services. This may affect applicable fees and codes, since the operative date of application will be the date on which a complete application is received.

All required items on this list, including the reverse, are present and complete.

I am the: Owner Contractor Agent of the owner/contractor

Signature

Date

Accessory Structure 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:
http://www.edcgov.us/Fire_Safe_Regulations_Title_14_Article_2_Menu.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 <http://www.bsc.ca.gov/Home/Current2013Codes.aspx> (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.