

Room Addition Plan Check Requirements

All room addition plans submitted for plan check must meet (if applicable) the minimum requirements listed below. Defaced, incomplete, indefinite or faded plans will not be accepted.

SUBMIT **FIVE** COMPLETE SETS OF PLANS FOR PLAN CHECK. THE PLANS MUST BE DRAWN ON SUBSTANTIAL PAPER (MINIMUM 11X17). PLANS SHALL CONSIST OF THE FOLLOWING:

1. **PLOT PLAN:** Draw to scale with job address, owners name, parcel number, lot size, setback of existing buildings and proposed addition. Show location of sewage disposal system. Provide a north arrow.
2. **FOUNDATION PLAN:** Provide a plan view of the foundation slab and cross sectional footing detail, indicate anchor bolt size and spacing.
3. **FLOOR PLAN:** Provide a double line 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 outlets, lights, and switches (general lighting in kitchen and bathrooms not less than 25 lumens-per watt). Provide a floor plan of adjacent rooms and show existing openings. Indicate existing square footage and proposed square footage.
4. **ROOF PLAN:** Truss calculations required for proposed truss roof, or if conventionally framed indicate size, spacing, and direction of rafters. Identify roof finish material and sheathing underlayment.
5. **EXTERIOR ELEVATIONS:** Provide all exterior elevations identified as front, rear, left, and right sides. Show doors, windows, finished floor line, wall bracing, exterior finish, and indicate roof pitch.
6. **REQUIRED DETAILS:** Provide a cross section (splice cut) of proposed job. Show foundation, wall studs, ceiling joists, rafters, and roof pitch. Indicate size, spacing, and materials proposed. If ceiling is vaulted, show cross section and structural connections.
7. **FINISHED MATERIALS:** Indicate ceiling, wall, and floor finish materials on floor plan, also identify proposed glazing (dual or single).
8. **ENERGY:** Provide wall, ceiling, and raised floor insulation R-Value on cross section. Indicate manufacture's name, model number, and maximum rated bonnet capacity of existing furnace.
9. **FIRE SPRINKLERS: NOTE:** Three sets of fire sprinkler plans need to be submitted at time of plan submittal when the room addition exceeds fifty percent (50%) of the original square

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footage or 5,000 square feet. The fire sprinkler system shall be designed and installed throughout.

10. **BUILDING INSPECTIONS:** Request for building inspections can be received in the office of the Building Division between 7:30 and 5:30 p.m. the previous day of the requested inspection. Building Inspectors are in the office for questions between the hours of 7:00-8:00 a.m.

11. **APPROVALS:** Before the building permit will be issued, all plans will be approved by all applicable City Departments (Building & Safety, Planning, Engineering, and Fire Department). Applicant will obtain the Redlands Unified School District Certificate of Compliance Letter, and proof of ownership with Tax Accessors's Parcel Number (APN).