

City of Red Bluff
UPDATED ON November 1, 2005
PERMIT APPLICATION OUTLINE

Project Address _____ Date _____

Description _____ Application Number _____

Frequently referenced codes and standards:

- 2001 California Building Codes: California Building Code (CBC), California Mechanical Code (CMC), California Plumbing Code (CPC), **2004 California Electrical Code (CEC) & 2005 Title 24 California Energy** requirements.
- 75 MPH Wind (*Roof Installation Shall meet this requirement*)
- Seismic Zone 3
- Local Ordinances and Resolutions (Zoning, Flood Damage Prevention, Airport Land Use Plan, Design Review Guidelines, Sign Regulations, Building Sprinkler & Fire Alarm System)
- Conditions of Planning Commission or City Council, if any.

Plans shall be drawn to scale, signed by the preparer, indicate the location, nature and extent of the work proposed, and show in detail that it will conform to the provisions of all construction and development codes, laws, ordinances, rules and regulations. Please provide **FOUR (4) sets of documents minimum** (an additional set or sets may speed plan check). Clear, legible blueprints that include the following **minimums** will normally meet the above requirements. ***However, the user is urged to note that this is not an all-inclusive list.***

GENERAL

- () Provide name, address telephone number and *State License* number of designer of all plans. **Please List All Phone, Fax, and Cell Numbers.**
- () State the zoning on the application if known. *See Planning Department for information.*
- () Calculate valuation of the project and note the valuation on the application form. *An appropriate figure is required.*
- () Provide *wet signature* and *license number* of designer on at least 2 sets of drawings and submittals.
- () Provide 2005 Title 24 energy documents, including mandatory features.
- () Provide wet-signatures on 2005 Title 24 documents with *authors license number* from state.

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- () Provide manufacturer's installation instructions for products requiring listings (e.g., fireplaces, hardboard siding, concrete roof tile).
- () All trusses shall bear a stamp per CBC 2321.4 identifying the manufacturer, loading criteria, spacing, and truss location.
- () Provide truss layout and calculations, including designs for attic equipment and other special loads. Include bracing criteria, gable end truss designs and top chord notching details. All Truss calculations will require *wet-signature*.
- () Provide a *wet signed and dated* statement by the building designer that s/he *"has reviewed the truss submittal, and all loading and design criteria have been met."*
- () Provide *wet-signed and stamped* structural calculations when designed by engineer and/ or Architect. All details, nailing, etc., must be transferred to the plans.
- () The architect or engineer providing structural calculations *shall stamp and wet-sign* the blueprints, or provide a signed statement that s/he *"has reviewed the blueprints for [the specific structure] and all structural criteria per calculations dated (insert date) have been incorporated."*
- () Soils Report / Geotechnical Report. See "Grading Requirements".
- () Provide other attachments, such as hardboard siding installation instructions, concrete roof tile instructions, appliance BTU per each used, TJI listings, etc.

NOTE: *An architect or civil or structural engineer licensed by the State of California must prepare all plans except for wood framed single family dwellings or apartments containing less than four (4) units, not more than two (2) stories in height, for most interior, non-structural remodeling, or retaining walls not over four (4) feet in height measured from the bottom of the footing to the top of the wall with no surcharge.*

- () **FLOOD DAMAGE PREVENTION**
See Chapter 26 of the Red Bluff City Code and National Flood Insurance Program (NFIP).
- () Elevation Certificate shall be prepared by a Civil Engineer or Surveyor and submitted with plans prior to issuance of permit. Prior to job completion, an elevation certificate shall be prepared by the Engineer or Surveyor and submitted to the City.
- () Show compliance with RBCC chapter 26 and FEMA Technical Bulletins including adequate foundation vents and soil compaction.
- () **PROVIDE DETAILS SHOWING COMPLIANCE WITH**
 - () City Code Regulations including Sign Regulations, Design Review Guidelines, trash bin and recycling enclosure standards.

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- () Off street parking. Submit plans and calculations showing compliance with Zoning Code, City parking standards, California Disabled access standards
- () Show compliance with conditions of Planning Commission or City Council approval, if any, (Land Division Standards, Use Permits, or other).

SITE PLAN

- () State structure size, parcel dimensions, and parcel size. Show lot coverage calculation: building area, impervious surface area, and landscape area coverage calculations.
- () Show all building areas, uses and setbacks from property lines. Show how the project will comply with Building and Zoning Code setbacks. Plans need to reflect landscaped areas defined with a legend and topography.
- () Show distance between structures (on the same property).
- () Show all easements. *See Public Works, PG&E for any in area.*
- () Show utility services entrances (gas, water, sewer, and electric).
- () Locate HVAC compressor pad, if any, and disconnects.
- () Show landscaping. Residential, Commercial and/or Industrial *See Planning Department for City of Red Bluff requirements.*
- () Comply with any Use Permit, land division or other special conditions as might apply (e.g., sound mitigation, height restrictions, aviation easement, fire sprinklers). Attach copy of applicable condition (available from City Planner).
- () Provide corner elevations, and pad or finish floor elevation. Show drainage patterns and swales; maintain 2% minimum slope away from the building on all four sides, and from the property high point to drainage outfall (no exceptions shall be given).
- () Show off-site improvements (e.g., street paving, curb and gutter, etc.) if any. Contact public works for compliance.
- () Show north arrow, owners name and phone number, designers name and phone number, assessor's parcel number, lot number, street number and name, and alley centerline.
- () Show on-site parking facilities. *See Planning Department for requirements.*
- () Show trash bin and recycle area enclosure details, if required. *See city Planner.*
- () Show floodplain and floodway boundaries and setbacks from these boundaries.
- () Show base flood elevation (BFE) if required.
- () Show elevation of all finish floors and grades adjacent to buildings.

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FLOOR PLAN

- () Complete plans to scale ($\frac{1}{4}$ " minimum) dimensioned. $\frac{1}{2}$ " *minimum scale required for all detail drawing.*
- () If an addition, provide dimensions and show room use, doors and windows (including sizes) in all adjacent rooms.
- () If an addition, clearly identify all Existing vs. New spaces, including uses.
- () Provide egress windows in sleeping rooms, with sill top at +44" maximum from finish floor, with a minimum open width 20", minimum open height 24", minimum open area of 5.7 square feet.
- () Provide minimum windows of 1/10 of floor space for light, 1/20 for ventilation in all habitable rooms. Specify size and type of window (fixed, slider, casement, etc.) or state provided mechanical ventilation.
- () Provide safety glazing in doors, showers, tubs, or in windows within a 24" arc of a door jamb, large windows with sills closer than 18" to floor, or elsewhere in a hazardous location as required. *Protection provided per CBC 2001 to be shown on plans.*
- () Show HVAC/FAU light switch (switch with-in 36" of access) at maintenance platform and access if located in attic.
- () Show 5/8" type X gyp-board between garage and dwelling (1-hr.rated). If the ceiling is being protected, all supporting members of the ceiling/second floor structural system must also be protected (1-hour) If the ceiling/floor members are 24" on center, provide either two layers of 5/8" gyp-board, or one layer over resilient channels at 16 inch centers maximum, with 7"&7" nail-off.
- () Provide hardwired smoke detectors in all sleeping rooms, basement and central hall (s); locate at high ceiling breaks 24" or greater. If the entire project is valued in excess of \$1000, but not new construction, the smoke detectors may be battery operated (roofs are exempt).
- () Show attic access (not in closet), readily accessible (22"x 30" minimum access, 30" clear headroom above access).
- () Provide electrical plan (see Building Department for 2004 CEC requirements and updated handouts on compliance). Show AC disconnects, ceiling fans, exhaust fans, panel size and location(s). Show feeder sizes, and size conductors for the appliances served.
- () Show GFI circuits in garages. The exterior requires one GFI in front and one in rear of unit. GFI within 36" distances of tubs, sinks, showers , etc.
- () Provide a service outlet locations *with-in* distances specified by CMC, CEC, CPC, CBC codes and protections required.
- () Provide uniform fluorescent lighting in bathrooms and kitchen per California Energy Codes.
- () Provide 5/8" type X gyp-board in useable space under stairs for 1 hour assembly (7"x7" nailing).

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- () Stairways: Specify headroom clearance (6ft. 8in. minimum at step run at the nose of step, at 90 degree horizontal measurement, rise and run. (See Building Department for updated 2001 CBC stair compliance handout.)
- () Show under floor access if raised floor. (See Building Department for updated 2001 CMC under-floor access compliance handout.)
- () Show elevations of garage slab, crawl space under floor, and finish floor.

FOUNDATION/FLOOR FRAMING PLAN

- () Fully dimensioned, and in agreement with floor plan. Show all hold-downs and embedded hardware on the foundation plan.
- () Provide special footings for point loads (e.g., girder trusses, beam supports, special designs, etc.).
- () Provide details, specifying steel, one or two-pour footings, stem wall widths, concrete strength, and special footings.
- () Provide hold-down details; include embedment depth, edge clearance, distance from corners, anchors, and *provide all listings*.
- () If wood floor, specify floor sheathing and nailing, girders spacing, *if any special materials used provide all listings*.
- () Specify piers, posts, girder and floor joist sizes, spacing, minimum grade to bottom of wood members, and pressure treated lumber used.
- () Retaining walls require engineering if supporting a surcharge or more than **48" measured from bottom of footing to top**.
- () Footing/stem walls require steel. Walls over 48" high require engineering. (All heights are measured from the bottom of the footing.)
- () Provide statement from Geotechnical Engineer that plans are consistent with the Geotechnical Report.
- () Foundation vents: show net clear openings and heights above grade.
- () Submit calculations of total foundation vent area in square inches and crawl space area in square feet.
- () Final inspection approval of grading work on parcel is required prior to issuance of building permit.

EXTERIOR ELEVATIONS

- () Show bracing details (walls, trusses, piers, etc.).
- () If master plan, **NO OPTIONS** are allowed.
- () Specify weep screeds at the bottom of all stucco walls; 4" from earth, and 2" from paving.
- () Show spark arrestor; specify chimney height minimum 2' higher than any roof within 10'.

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- () Provide attic ventilation at a 1:300 ratio of the vented area three feet lower than the highest vents, or 1:150 ratio if otherwise. Specify number, sizes, and locations of vents.
- () Under floor ventilation: number and size of vents, based on 1 square foot vent area per 150 square feet of under floor area, or 1 ½ square feet per 25 linear feet of foundation perimeter.
- () Specify roof covering; coordinate installed weights with truss calculations. Provide listing instructions for shingles in 75 mph wind speed area.
- () Provide all four elevations; call out finishes (materials used on exterior). Show all porches, rails, steps, dormers, post, roof pitch, windows, doors, vents, etc.
- () Detail flashing *and counter flashing* between roofing and vertical wall surfaces, including plaster.

STRUCTURAL DETAILS

- () Provide a roof plan and/or truss layout complete with load path.
- () Detail the roof rafter connections to the exterior wall plates. Nails clips, straps, hangers, blocks, etc.
- () Critical bearing connections must be detailed, with hardware specified. Follow load path from source to bottom of footing.
- () Shear walls must be clearly identified and specified. Show in separate detail, the design and up-lift protection.
- () Provide masonry fireplace details, including vertical steel and building ties; specify type of required inspections.
- () Provide HVAC suspension details, including seismic restraints. Spread truss supports over three minimum, fasten in the upper half of the top chord, and coordinate with truss calculations. Include designer statement that *fastening are per specifications*.
- () Specify masonry veneer attachments, and weep holds. Include footing and/or lintel details as appropriate.
- () Show rafter ties or bearing ridge beam. Detail splices, clips, etc.
- () Specify garage door header; provide lateral details and calculations if wall returns are less than 4'. Specify species and grade.
- () Specify ceiling joists: direction, size and spacing, blocking, end of member minimum on beams, walls, girders, ledgers, etc.
- () Roof rafters: show direction, size and spacing. Specify lumber species and grade, attachments, etc.
- () Posts: detail base and top connections.
- () Headers and Beams: specify size, species and grade. *Note: these may require calculations*.
- () Dutch gable eave support: outrigger notching detailed appropriately on truss submittal. *Note: a common truss cannot be notched*.

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- () Roof sheathing: specify type, size and nailing, over 3 members minimum, OSB protection, etc.
- () Ripped cantilevered deck joists: requires calculation and in-field lumber grading. Note: *we do not recommend this solution.*
- () Cantilevered joists shall not exceed 4X member depth or 32", or 3X the back span without calculation (*wet-signed*).
- () Specify balloon framing to bottom chord of scissor trusses.
- () If using T1:11 shear walls, provide a nailing detail at the vertical joint. Show attachment to plates.
- () Require gable end truss verticals to align with T1:11 edge joints, show same on detailed drawing.
- () Specify gable end truss verticals at 16" o.c. if using hardboard siding.

MISCELLANEOUS DETAILS

- () Exterior stair stringers shall be pressure treated or decay resistant, or otherwise isolated from concrete on grade.
- () Handrails require verticals spaced to prevent passage of a 4" sphere, or a 6" sphere at the riser/tread/rail "triangle."
- () Provide guardrails if the walking surface is 30" or more off adjacent grade.
- () Detail the connection of deck railing posts to the deck or floor.
- () If an exposed post in garage is wrapped with 5/8" gyp board, provide additional protection where required.
- () Provide combustion air for fuel burning appliances, (see CMC for compliance.)
- () Detail duplex party wall sound isolation (50 STC).
- () Provide flashing at all exterior openings exposed to weather. Caulking is not flashing.
- () Show exterior landings, dimension and slope at 1/4":12" min.
- () Detail damp proofing at (occupied) basement retaining walls. Place on detail: **"SHALL BE INSPECTED"**
- () Show foundation drains to daylight, with perforations down. Provide minimum 2% slope.
- () Show all fire stops and draft stops as required per CBC 2001.
- () Special inspections required if using epoxy foundation bolts, field welding as req. CBC Chapter 17, 3000 psi concrete, etc).
- () Provide water heater platform (a min. 18" spark area off the floor) in garage, seismic strapping and PT drain to exterior 6" minimum, 24" maximum off finish grade.

GRADING

- () For grading see "Grading Requirements" handout.

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AWNINGS, SIGNS AND FIRE SPRINKLERS & FIFE ALARM SYSTEMS

- () Require separate submittals. (See *Fire Marshal for information regarding sprinklers & Alarms. Sprinkler & Alarm permits are taken out for these at the Fire Department*).

PLUMBING

- () *Provide separate sheet.* Drain, waste and vent schematic. DWV plan. Water plan, line sizes and lengths, water heater location and rating (*BTU*), water meter location, gas lines and sizes, and fire sprinkler plans. (*See requirements for fire sprinklers.*)

ELECTRICAL

- () *Provide separate sheet.* **2004 CEC NOW IN USE.** Floor plan, load calculations, single line drawing of service, grounding, water and gas bond, conduit type and size, smoke alarms, wire type and size. Label location of all equipment and service entrances.

MECHANICAL EQUIPMENT

- () *Provide separate sheet.* Kitchen equipment, heating system design, cooling system design, ventilating system combustion air requirements and ducting, any through roof locations for vents, in attic detailed attachments, and all roof mounted details.

BRACE & SHEER WALL

- () *Provide separate sheet.* Draw on same sheet with call-outs to match nailing schedules, locations, and materials used at walls. Show any *alternate B/walls in detail* using separate drawing. For strong walls provide the designers listing with ES Report numbers.

PRE-CONSTRUCTION MEETING

- () **Hold pre-construction meeting with contractor after permit issued and prior to start of construction. These are required with signing of the conditions letter.**

OWNER OF PROPERTY: _____ PH# _____

PROJECT MANAGER: _____

AP NUMBER: _____ DATE: _____

HOME / PH# _____ FAX: _____ CELL: _____

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PLEASE CALL US AT ANY TIME DURING 8:00 AM AND 4:00 PM MONDAY TO FRIDAY WITH THE EXCEPTION OF HOLIDAYS.

J.D. Ellison, Sr.
Building Director/Official
530-527-2605 ext. 3068

Building Inspectors
Permits & Applications
530-527-2605 ext. 3058 or 3040