



# Development Services Department

300 Richards Boulevard 3rd Floor Sacramento, CA 95811

Help Line: (916) 808-5656

www.cityofsacramento.org/dsd



## RESIDENTIAL ADDITION TAKE-IN SHEET

PERMIT # \_\_\_\_\_

Plans shall consist of the following:

**Correct number of 11"x 17" to 36"x 48" size plan sets:**

**All plan sheets are to be the same size.**

2 sets for **Building Plan check**

1 set for Assessor (11" x 17" site plan and floor plan required at issuance).

Additional sets may be required for review by other disciplines such as Development Engineering, Utilities, or Fire.

\_\_\_\_ **TOTAL NUMBER OF PLAN SETS** ***NOTE: Fire set if required shall include Civil sheets***

**OK**      **Required**

- General information: address, designer, scope of work.
- Site/plot plan. (Abandoned septic to be noted and shown on the site plan.)  
(All new sewer and water lines shall show all points of connection on site plan.)
- Vicinity map (optional).
- Architectural plans (floor, elevations, sections, details) Label all rooms on floor plan.  
 Floor plans showing the whole house, not just the addition.
- Structural plans (foundation, roof, floor framing, braced wall/shear wall plan sections)
- Electrical Layout

**In addition, two (2) sets of the following MAY be required:**

- Structural Calculations.
- Soils reports for all subdivisions and as required.
- Title 24 Energy Compliance Documentation.
- Truss Calculations

### **Required**

**Note: Structures with any point greater than 150' ft. from City street may require a fire hydrant and/or a sprinkler system with an access road and a turnaround.**

- 3,600 sq. ft. or more requires 1,500 GPM min. water flow. Note: 3600 sq. ft. is area under roof structure not just habitable space.

**\* A separate fee for the Fire department is required for any home that is 3,600 sq. ft. or more.**

### **Planning Division Requirements**

Planning approval is required prior to Building Department submittal. See Planning for requirements.

Accepted: Date \_\_\_\_\_ Initials \_\_\_\_\_