



CITY OF SACRAMENTO

www.cityofsacramento.org

Help Line: 1-916-808-5656 OR 1-866-EZ-PERMIT
 Inspection: 1-916-808-7622

New City Hall
 915 I Street, 3rd Floor
 Sacramento, CA 95814

North Permit Center
 2101 Arena Blvd., Suite 200
 Sacramento, CA 95834

RESIDENTIAL ADDITION TAKE-IN SHEET

ACTIVITY NUMBER _____

Plans shall consist of the following:

Correct number of 11" x 17" to 36" x 48" plan sets:
All plan sheets are to be the same size.

- 2 sets for **Building** Inspection Division
- 1 set for **Assessor** (11" x 17" floor plan required at issuance).
- 1 set for **Fire District**. * **(With Civil sheets)** (Civil sheets to include fire hydrant if purposed).

____ **TOTAL NUMBER OF PLAN SETS** ***NOTE: Fire set to include Civil sheets***

<u>OK</u>	<u>Required</u>	
<input type="checkbox"/>	<input type="checkbox"/>	General information: address, designer, scope of work.
<input type="checkbox"/>	<input type="checkbox"/>	Site/plot plan. (Abandon septic to be noted and shown on the site plan.) (All new sewer and water lines to show all point of connections on site plan.)
<input type="checkbox"/>	<input type="checkbox"/>	Vicinity map.
<input type="checkbox"/>	<input type="checkbox"/>	Architectural plans (floor, roof plans, elevations, sections, details, label rooms). <input type="checkbox"/> Floor plans showing the whole house, not just the addition.
<input type="checkbox"/>	<input type="checkbox"/>	Structural plans.

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

- Structural Calculations and Soils Report (when required).
(One (1) extra set of calculations is required for **Foundation Only** applications.)
- Soils reports for all subdivisions are required
- Title 24 Energy Compliance Documentation.

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

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
To obtain verification of GPM contact Joyce Pilgrim, extension 264-1430.

Planning Division Requirements

- All structures in the Historical Preservation areas (Central City, North Sacramento, Oak Park) require two (2) sets of plans.
- Design Review/Preservation required by the Planning Division
Three (3) sets of plans to the Planning Division

Accepted: Date _____ **Initials** _____