



## MINIMUM REQUIREMENTS FOR SUBMITTAL OF RESIDENTIAL ROOM ADDITIONS

page 1

The major codes adopted by the City of Upland are:

**2010 CBC, CPC, CMC, CEC, CRC, CAL GREEN, ENERGY CODE, 2010 CA FIRE CODE**

### **I. SUBMIT TO BUILDING DEPARTMENT:**

- 5 COMPLETE SETS OF PLANS - in ink and drawn to scale, minimum size 11" x 17" sheets.  
Defaced, incomplete, indefinite or faded plans will not be approved.

### **II. PLANS SHALL CONSIST OF:**

#### **1- PLOT PLAN**

- Fully dimensioned with job address and owner's name.
- Lot size and lot lines.
- Set backs of existing buildings and proposed addition.
- Show location of sewage disposal system and/or sewer line and size.
- Provide a North arrow.
- Location of existing and/or proposed utilities and all easements.

#### **2- FOUNDATION PLAN**

- Provide a fully dimensioned plan view of the foundation showing all footings, type and size, including cross sectional footing details.
- Indicate anchor bolt size and spacing.
- Raised Floors: Show size / spacing / direction of floor joists and girders.

#### **3- FLOOR PLANS**

- Provide a double lined plan view of proposed job.
- Provide a footprint of the existing structure with a detailed floor plan of adjacent rooms.
- Indicate existing square footages and proposed square footages.
- Indicate size and location of all doors, windows, and headers.
- Identify all insulated walls and fire rated walls.
- Identify all plumbing fixtures, electrical outlets, lights and switches (lighting must comply to mandatory energy requirements).
- Specify the existing electrical service size and location and any applicable service upgrade.
- Indicate any electrical panel relocation.

#### **4- ROOF PLAN**

- Provide roof plan showing all ridges, hips, and valleys.
- Show size, spacing, and direction of ceiling joists, beams, and rafters.
- Identify roof finish material and sheathing underlayment.
- Show all bearing walls and shear walls.

#### **5- EXTERIOR ELEVATIONS**

- Provide front, rear, left, and right side exterior elevations.
- Show doors, windows, height, finished floor line, exterior finish, and roof pitch.

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## MINIMUM REQUIREMENTS FOR SUBMITTAL OF RESIDENTIAL ROOM ADDITIONS

page 2

### 6- SECTION

- Provide at least 2 cross sections (east>west & north>south) of proposed job.
- Show foundation, wall studs, heights, ceiling joists, rafters, insulation, and roof pitch.
- Indicate size, spacing, and materials proposed.

### 7- FINISH MATERIALS

- Indicate ceiling, wall, and floor finish materials on plan.

### 8- SPECIFICATIONS

- Provide complete specifications for concrete, wood, plywood, bolts, fasteners, etc.

### 9- ENERGY

- Include all documentation indicating compliance with **Title 24** on the plans.
- Provide wall, ceiling, and raised floor **R**-values on cross sections.
- Provide the manufacturer's specifications on any new HVAC equipment proposed or indicate the duct extensions to the addition.
- Identify the **U** and **SHGC** for all fenestration to be installed.
- **Title 24** calculations shall be printed and attached to plans.
- Compliance forms and mandatory measures shall be signed and be incorporated on to plans.

### 10- SMOKE DETECTORS

- Smoke detectors are required when an addition, alteration, or repair to a Group **R** occupancy exceeds \$1,000 in valuation and a permit is required or when one or more sleeping rooms are added or created in Group **R** occupancies. The smoke detectors in dwellings shall be installed in each sleeping room and at a point centrally located in the hallway or area giving access to each separate sleeping area. They may be solely battery operated when installed in existing buildings that meet these criteria.

### "TYPE V" HANDOUT

- For one story wood framed residential construction, the City of Upland's "**TYPE V**" handout is available for general code & construction requirements.

### CALCULATIONS

- Submit 1 set of engineering calculations when project is designed by a licensed architect or engineer. Note: Include Truss calculations if applicable.