



CITY OF IMPERIAL

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Residential Projects

“Room Addition”

Minimum Plan Submittal Requirements

This information bulletin describes the minimum requirements for obtaining building permits for room additions in residential buildings in the City of Imperial.

Room Addition Requirements

All construction requirements in the City of Imperial are based on the California Code of Regulations (CCR) Title 24:

- 2010 California Building Code (CBC)
- 2010 California Mechanical Code (CMC)
- 2010 California Plumbing Code (CPC)
- 2010 California Electrical Code (CEC)
- 2010 California Fire Code (CFC)
- 2010 California Energy Code (CEC)
- 2010 California Residential Code (CRC)
- 2010 California Green Building Standards Code (CGBSC)
- 2008 Building Energy Efficiency Standards (BEES)

Two complete sets of plans shall be submitted. Plans shall be drawn to scale, include a graphic scale, be on substantial paper (*minimum 11" x 17"*) and are required to be black printed or ink drawn. All plans prepared by professionals shall bear the seal and wet signature of the professional. No reproductions will be accepted.

Provide two copies of a soils report if the addition is over 1,000 sq. ft. or two stories in height.

1. **Plot Plan:** Two plot plans with the following information: Owner's name and address; site address; Assessor's Parcel Number (APN) contractor's name and address; lot size; set backs from property lines distance between proposed and existing structures; a North arrow; the sewer line or sewage disposal system; wells, watercourses and easements.
2. **Foundation Plan:** Drawn to scale, consisting of fully dimensioned plans showing all footing locations, pier and footing sizes, and reinforcing. Foundation details shall indicate size, width and depth of footings. Indicate anchor bolt size, spacing and type. Show slab thickness (mesh and visqueen type and size, if required).
3. **Soils Report (if required):** The City of Imperial requires submittal of the site specific Geotechnical Engineering Investigation Report for room additions over 1,000 sq. ft. or two stories in height. The plans and geotechnical report must correlate. Soil Engineer shall review and sign the foundation plan to affirm correctness and consistency with the soils report.
4. **Floor Plan:** Fully dimensioned plan view showing: Room size and use; size and location of all headers, doors and windows; size, spacing type and direction of ceiling joists; location of smoke detectors, plumbing fixtures, gas and electric appliances and electrical outlets (lights, plugs and switches). Provide a footprint of the existing structure with a detailed floor plan of the adjacent rooms. Show high efficacy (fluorescent) lighting or energy saving switches on the plans.
5. **Finish Schedule:** Show wall, ceiling and floor finish. Identify the U-factor of the proposed glazing.
6. **Roof Plan:** Provide complete roof plan including HVAC and flashing requirements. Truss calculations are required for a proposed truss roof, or if conventionally framed indicate

size, spacing, and direction of rafters. Identify roof finish, sheathing underlayment and structural connection details, with ICC # or UL Listing for hardware/equipment. The truss calculations and the truss layout shall be signed and sealed by a professional civil or structural engineer.

7. **Elevations:** Provide three elevations using North, South, and East and West identifications. Show the location of doors, windows, chimneys and attic vents. Exterior finish, veneer, planters and roof covering shall also be indicated. Depending on the nature and orientation of the proposed addition, additional elevations may be required.
8. **Framing Cross Sections:** Indicate wall framing sizes and spacing. Indicate rafter sizes and spacing, ceiling and floor joist size and spacing. Indicate all header, beam and girder sizes. Indicate size and type of top and bottom plates. Indicate all bracing and shear walls. Indicate footing sizes and anchor bolt spacing and size. Indicate all wall, floor and ceiling insulation type and thickness, and R value. Indicate type and size of interior and exterior wall finish. Indicate roof pitch, type and size of roof and floor sheathing and roofing material. Indicate wall bracing, purlins, roof rafters, and ridge.
9. **Energy:** Submit two sets of calculations showing compliance with the California Energy Commission Regulations for residential additions or use the Package method for Climate Zone 15. Show the location and size of the water heater(s), furnace and air conditioning units. State whether you are tying into the existing system or adding a new system. The Certificate of Compliance and Mandatory Measures shall be completely filled out, signed and printed on the plans. All other applicable worksheets and forms shall be included.
10. **Electrical:** Show the size and location of the electrical service. Provide a single line diagram if upgrading the electrical service and/or adding any sub-panel(s). Electrical service load calculations may be required to justify the size of the service.
11. **Plumbing:** Provide a plumbing isometric or line drawing showing sewer, drain waste, vents and cleanout sizes and material. Show the water piping system, pipe sizes and pipe material. State on the plans whether the property is serviced by natural gas or propane and shows the location of all gas meters or regulators and all gas piping sized and lengths on outlet side of meter and the demand at each outlet.
12. **Mechanical:** Equipment schedule of all mechanical appliances installed (furnaces, ventilation fans, fireplaces, cooking hoods, etc.) A scaled detailed duct layout with adherence to State Energy requirements, including duct sizes and materials. All fireplaces, ventilation fans, laundry and kitchen exhaust, including termination points shall be shown on plans. Air-conditioning condenser locations and access to equipment must also be included.
13. **Smoke Detectors:** When the addition, alterations or repair 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, smoke detectors shall be installed in the existing bedrooms and the hallway or area leading to the bedrooms. The smoke detectors may be solely battery operated when installed in existing residences.
14. **Structural:** If the addition does not meet the "Conventional Light Frame Wood Construction Provisions" in Section 2308 of the CBC two sets of structural calculations shall be submitted and the plans shall be sealed and wet signed by the professional responsible for the calculations.

AN ITEM TO CONSIDER BEFORE DECIDING THE ROOM ADDITION SIZE: If the addition is in excess of 500 square feet, the school district will charge an impact fee.

Building permit fees are calculated during the plan check review process.

Unlicensed Individuals may design single family dwellings of wood frame not more than two stories and basement in height, only if the structures meet the conventional wood frame requirements described in Title 24 of the California Code of Regulations or in the California Building Code, chapter 23, the plans, calculations, and specifications to be prepared and signed and sealed by a licensed engineer or a licensed architect.