

**CITY OF YREKA BUILDING DEPARTMENT
GENERAL PERMIT APPLICATION
INFORMATION**

This supplemental information prepared by the City of Yreka Building Department is intended as a guide for the owner/builder. The information is specific to a single family dwelling (including additions), however the plans and specifications required for residential accessory buildings can be extracted from the contents. All residential dwellings (additions) and residential accessory structures are to be designed by licensed persons.

BUILDING PLANS – WHAT YOU WILL NEED

General Requirements: Plans shall be black or blue line. Please avoid any “added” changes in ink or pencil. All pages should be the same size (18” x 24” min.) and bound on one side.

You are required to submit two (2) complete sets of your house plans and specifications to the Building Department for plan checking. The plans must be drawn to scale and clearly indicate the location, nature and scope of all work proposed. All plans must be signed by the person who is responsible for the plans. The plans must clearly show how the structure is to be constructed, as well as all pertinent code requirements. The buildings plans must include at least the following details & have completed forms submitted with building plans (see J, K & L).

- A. Soils Report or Soils letter from licensed Engineer
- B. Plot Plan
- C. Floor Plan
- D. Foundation Plan
- E. Exterior Elevation
- F. Framing Plans for Floor and Roofs (Truss sheets 40 lb. roof snow load)
- G. Cross Section
- H. Details
- I. Energy Compliance Documentation (Climate Zone 16)
- J. Building Permit Applicant Form – Form attached
- K. Low Impact Development (LID) Stormwater Form – Form/Information attached
- L. Stormwater Pollution Prevention Program Form – Form attached

Please note: The omission of any of the above stated general items will result in the delay of plan checking or return of plans due to lack of information. The function of the Building Department is to ensure that safe and complying buildings are built in accordance with the rules governing the Building Department. Without adequate plans and specifications the Buildings Department cannot do its job, nor can you, the owner-builder. Please note that requirements are the same for licensed builders.

TYPICAL EXAMPLES

The following pages contain typical examples of the information required by your Building Department that would make up your building plans. A check list is provided at the top of each page.

TYPICAL PLOT PLAN

(A) CHECK LIST FOR PLOT PLAN – 1/8" = 1' – 0"

- Name and address of owner
- Assessor's Parcel Number
- Property dimensions
- Dimensions of all building on property (both existing and proposed)
- Distances between buildings and from buildings to property lines
- Streets, roads, easements and driveways
 - Grades, if lot is sloped
- Location of wells
- North arrow and scale (1"= 20' or larger is preferred)

Please note: Omission of any of these items may result in delay of plan checking or return of plans due to insufficient information.

(B) CHECK LIST FOR FLOOR PLAN - 1/4" = 1'-0"

- Completely dimension, show location, size and label each room**
- Show location and size of windows and doors**
- Indicate electrical switches, lights, receptacles and appliances**
- Locate all plumbing and heating fixtures**
- List floor area, window area and furnace size on plans**
- Floor elevation if in flood plain**
- North arrow**
- Electrical Service Equipment size and location**
- Water Service gate valve and sewer cleanout**
- Waterheater and heating and cooling appliances listed by Make, Model and Size**

(C) CHECK LIST FOR FOUNDATION PLAN – 1/4" = 1' – 0"

- Completely dimension plan including interior footings and fireplace support**
- Label and locate porches, patios, planters, garage, etc.**
- Locate post straps and tie downs where required.**
- Show direction, size and spacing of floor joists or girders.**

(D) CHECK LIST FOR EXTERIOR ELEVATIONS – 1/4" = 1' – 0"

- Provide a minimum of 3 elevation views showing all openings**
- Indicate wall finish material**
- Indicate roof material and pitch**
- Show original and finish grade**
- Show stepped footing outline**

(E) CHECK LIST FOR FRAMING PLANS OF FLOORS AND ROOFS – 1/4" = 1' – 0"

- Show floor joist size, grade and spacing**
- Show double joists under non-bearing parallel partitions**
- Show girder sizes and provide framing support for concentrated loads down to footings**
- Show rafter size, grade and spacing**
- Show ceiling joist size, grade and spacing**
- Indicate size of all headers**
- Provide engineering calculations for all pre-manufactured trusses**
- Locate attic and foundation access**
- Indicate subfloor material**

(F) CHECK LIST FOR CROSS SECTIONS – 3/8" = 1' – 0"

- Show as many sections as necessary to clearly indicate the construction**
- Show 18" min. clearance under floor joists, 12" under girders**
- Indicate ceiling heights**
- Show interior finish materials**
- Give typical wall assembly**
- Give typical roof assembly**
- Locate insulation and note "R" value**
- Size all beams and headers**

(G) FRAMING AND FOUNDATION DETAILS – ¾" = 1'-0"

- Show all footing designs with appropriate reinforcements**
- Special footing calculations shall be submitted where required by unconventional structural framing, a soils report, site and/or soils report.**
- Indicate size and location of anchor bolts**
- Show post and beam connections**
- Engineered design for any masonry wall over 4' high**