

REQUIREMENTS FOR RESIDENTIAL CONSTRUCTION PLANS FOR SINGLE-FAMILY DWELLINGS (SFD) / ROOM ADDITIONS / ACCESSORY DWELLING UNITS (ADUs)

Plans and supporting documents (calculations, specifications, reports, etc.) must be submitted electronically via SimpliCITY portal at www.moval.org/simplicity.

Please see page 8 of the SimpliCITY Help guide for City recommended and Industry standard sheet numbering and sheet order. See below for the requirements for Title/Coversheet and plan preparation.

TITLE / COVERSHEET MUST CONTAIN THE FOLLOWING PROJECT DATA:

- A. Valid City Address(es)**
- B. Assessor's Parcel Number (APN)**
- C. Legal Description of Property**
- D. Complete Scope of Work Statement:** *New 2000 SF custom home w/ garage & patio cover & block wall OR Room Addition OR ADU*
- E. Square Footage (SF)/Linear Feet (LF block wall):** *2000 SF SFD, 200 SF garage, 400 SF ADU, 200 SF room addition, 100 LF retaining wall*
- F. Occupancy Group(s):** *R-3, U1*
- G. Floor Area (SF):** *(example: Living area, Garage area, porch/patio area, other area)*
- H. Number of Stories:** *1 story, 2 story, etc*
- I. Construction Type:** *(example: VB, IIIA, IIIB, etc.)*
- J. Seismic Design Category:** *(SDC factor)*
- K. Code Editions:** *(example: 2019 California Building, Residential, Mechanical, Electrical and Plumbing, Energy, Green Building Standards / Codes)*
- L. Detailed Site Plan** *(see reverse side for further information)*
- M. Fire Sprinklers?** *Yes or No*

PREPARATION OF ELECTRONIC SUBMITTALS MUST INCLUDE:

- A. Plans must identify the plan preparer with name, address, email and phone # on the title block of the drawings.
- B. The designer must sign the drawings (electronic signature is acceptable)
- C. An licensed Architect or Engineer-of-Record must sign the structural drawings and/or calculations
- D. Detailed Site Plan: See page 2 of this handout for specific requirements.
- E. Floor Plan: Showing doors, windows, interior walls and features, and complete dimensions of structure.
- F. Electrical Plan: Show location of service entrance, size and location of any panels or sub-panels, and location switches, outlets, and any fixed equipment.
- G. Plumbing Plan: Show the location of all fixtures and the routing and size of the sewer, water, and gas piping.
- H. Mechanical Plan: Show the location of all equipment and the routing of all duct work.
- I. Building Exterior Elevation Plan: Drawn to scale showing all four sides, including (N) & (E) construction.
- J. Construction Notes: Including applicable codes to which structure must comply, material specifications, and other notes.
- K. Foundation Plans: Provide plans and structural calculations for the foundation. A soils report is required for all new construction.
- L. Wall, Floor (if applicable), and Roof Framing Plans: Provide plans and structural calculations for all framing for both vertical and lateral load resisting systems.
- M. Truss Calculations (if applicable): Provide wet stamped and signed roof truss calculations and layout plans.
- N. Title 24 Energy Calculations: Include required sheets printed on the plans.
- O. California Green Building Standards mandatory measures.
- P. Sprinkler systems are required for all new single-family dwellings (custom or tract homes). There is specific criteria for new room additions and ADU's. Contact the Fire Dept. at 951-413-3370 to determine if fire sprinklers are required for your construction.

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Page 2

SITE PLAN REQUIREMENTS

- * Use, size, and dimensioned location of existing and proposed structures, including retaining walls. Show and label all property lines.
- * Location of existing and proposed sewage disposal systems, or if public sewer, show location of lateral connections.
- * Names of streets abutting the property.
- * Elevations on the building site and the surrounding lot area.
- * Obtain lot certification from Public Works.
- * Note the "North" arrow.
- * Note the setbacks to all property lines.
- * Show the driveway leading to the garage.
- * Show graphically (by arrows) drainage away from the building foundation and, if applicable, conform to the geotechnical report's recommendations for site drainage and roof drainage disposal.
- * Indicate the location of the APPROVED illuminated address numbers for the property in such a position to be plainly visible and legible from the street or road fronting the property.

SEPARATE REVIEW / PERMIT IS REQUIRED FOR:

- * If separate permits are required, a "Separate Submittals" block must be added to the Title/Coversheet. These plan reviews must also be electronic plan submittals.
- * Examples of common separate submittals would be:
 - **Septic Tank and Leach Lines** (must submit approved Riverside County Health Plans to the Building Dept. for separate permit - Contact them at 951-955-8980.
 - **Site Walls** (City standards for retaining, freestanding, combo walls and pilasters are at www.moval.org under Building Dept. Online forms). Any special walls require engineered plans and calcs.
 - **Pools/Spas**
 - **Fire Sprinklers** (contact Fire Dept. at 951-413-3370 to determine if this is required for your project)
 - **Grading Plans** (contact Land Development Dept. at 951-413-3120 to determine if this is required for your project)

NOTE: This list is not to be considered as all inclusive.

For more information, contact:
Building and Safety Division
Phone (951) 413-3350 or permitcounter@moval.org