



ROOM ADDITIONS

PLANS REVIEW "DROP OFF" CHECKLIST FOR ROOM ADDITIONS

The following requirements may not be all inclusive. Additional requirements may be requested for any specific project or circumstance. Changes to the requirements may happen without notice of posting. All requirements and changes are subject to Building Officials discretion.

1. MUST HAVE THREE SETS OF COMPLETE PLANS
2. ALL PLANS MUST BE LEGIBLE, CLEAR, CLEAN, CONCISE
3. PROPERTY ADDRESS MUST BE ON ALL PLANS SUBMITTED
4. PROPERTY OWNERS ADDRESS (IF DIFFERENT) MUST BE ON ALL PLANS ALONG WITH PHONE NUMBERS
5. CONTRACTORS NAME, ADDRESS, LICENSE NUMBER AND PHONE NUMBER MUST BE ON PLANS (CONTRACTOR LICENSE MUST BE CURRENT AND VALID)
6. MUST HAVE A PLOT PLAN OF THE ENTIRE PROPERTY SHOWING DIMENSIONS OF THE PROPERTY, HOUSE AND ROON ADDITIONS
7. PLANS MUST HAVE FOUNDATION, FRAMING, PLUMBING, MECHANICAL AND ELECTRICAL DETAILS ON PLANS
8. MUST HAVE TWO SETS OF FORMAL TRUSS CALCULATION WITH PROPER DESIGN ENGINEERING STAMPS AND SIGNATURES (IF TRUSSES ARE USED)
9. MUST HAVE TWO SETS OF TITLE 24 CALCULATIONS WITH PROPER DESIGN PROFESSIONAL STAMPS AND SIGNATURES.
10. CONTRACTOR AND ALL SUBCONTRACTORS MUST HAVE CITY OF ADELANTO BUSINESS LICENSE.
11. ENGINEERED STRUCTURAL CALCULATIONS MAY BE REQUIRED FOR THE DRAWINGS.
12. PLAN REVIEW FEES WILL BE REQUIRED (\$500 MINIMUM FEE)