



CITY OF LAGUNA BEACH
COMMUNITY DEVELOPMENT – BUILDING DIVISION
505 Forest Avenue
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RESIDENTIAL SUBMITTAL CHECKLIST

RESIDENTIAL ROOM ALTERATIONS/REMODELS

SUBMITTAL CHECKLIST

When submitting plans for Building Plan Check, two (2) sets of scaled drawing 24" X 36" with the following information are required (not all items may be required depending on scope of work):

TITLE SHEET – provide the following: owner's name, address, project address, scope of work, index sheet, vicinity map, and list of deferred submittals.

SPECIFY ADOPTED CODES: indicate that all work will be done in compliance with the 2022 editions of the California Residential Code, California Building Code, California Mechanical Code, California Electrical Code, California Plumbing Code, California Green Building Standards Code, California Energy Code, and local codes and ordinances.

SITE PLAN – If the project includes exterior work, the plans shall delineate all projecting elements, and show distances to the property line(s) or adjacent structures.

FLOOR PLAN – indicate the new areas, door sizes, window sizes, headers, electrical outlets, light switches, FAU, registers, plumbing fixtures, etc. Existing floor plan to be included as well.

Section(s) cut through additions and existing structure – indicate a section cut through the addition to show the framing, relationship, and attachment to structure.

ROOF PLAN – indicate roof slopes, ridges, valleys, flashing, overhangs, drainage, etc. Class A Roofing Assembly with an approved evaluation report number is required.

EXTERIOR ELEVATIONS - indicate finish materials (stucco, siding, fire treated shakes, etc.), window and door openings, and building heights. Comply with VHFSZ and Chapter 7A.

STRUCTURAL PLANS – indicate framing member sizes, beam sizes, lateral resisting system, footings, and construction details, etc.

STRUCTURAL CALCULATIONS – Two (2) sets are required to justify proposed framing member and beam sizes, footing and reinforcements sizes, lateral resisting system and connections.

ENERGY COMPLIANCE FORMS – Two (2) sets will be required to indicate compliance with the California Energy Commission regulations (Title 24, CF-1R, MF-1R).

SEWER VIDEO – required for any increase to plumbing fixture count or involves any work requiring a building permit valued at over \$100,000 within certain areas (north of Cardinal Drive).

WINDOWS & DOORS – must be dual pane with one pane tempered.