

Group "R" Division 3 Residential Checklist

Plan Check: _____ Address: _____

Applicant: _____ Checked By: _____

Contact Person: _____ Date: _____

The uniform Building Code, 1997 Edition, Section 107.4, states that: "Applications for which no permit is issued within 180 days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period not exceeding 180 days on request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. No application shall be extended more than once. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan review fee."

- X = Additional Information or Correction Required
- ✓ = No Correction
- O = Not Applicable
- SPMC = Santa Paula Municipal Code

- UPC = Uniform Plumbing Code, 1997 edition
- UMC = Uniform Mechanical Code, 1997 edition
- UBC = Uniform Building Code, 1997 edition
- NEC = National Electric Code, 1996 edition

	Code Reference	Correction, Clarification or Additional Information to be Added to the Plans	
	1. State Law	Designer's signature is required on all sheets;	Address of designer on first sheet.
	2.	Owner's name is required on the first sheet:	Site address. Mailing address.
	3.	Plot plan:	Include north arrow. Show setbacks.
	4.	Flood Zone/Elevation	
	5.	Planning Dept. approval:	See attached.
	6.	Public works Dept. approval:	See attached.
	7.	Fire Prevention Dept. approval:	See attached.
	8.	School districts approval:	Pay school fees. See attached.
	9. County Law	Ven. County APCD approval:	See attached.
	10. UBC 302.4	Fire wall (occupancy separation): 5/8" type X Gypsum wallboard on garage side	Specify materials: 1-3/8" solid core door with self-closer or 20 minute fire-rated door.
	11. UBC 310.4	One emergency exit per sleeping room:	(a) Doors or windows: 20" min. width; 24" min. height (b) Window sill height: 44" max. above finished floor. (c) Net openable area: 5.7 square feet min.
	12. UBC 310.6.1	Ceiling height:	(a) Habitable space: 7'-6" minimum (b) Other space: Not less than 7 feet
	13. UBC 310.6.3	Width of habitable rooms:	All habitable rooms except kitchens, 7' minimum width.
	14. UBC 310.6.2	Floor area:	(a) One room 120 square feet minimum. (b) Other habitable rooms except kitchen must be 70 sq. ft.
	15. UBC 1004.3.3.2	Hallway width:	(a) Less than 10 persons: 36 inches (b) 10 or more persons: 44 inches
	16. UBC 1203.2	Light:	1/10 of the floor area (minimum 10 square feet)
	17. UBC 1203.3	Ventilation:	1/20 of the floor area or see item number 17.
	18. UBC 1203.3	Mechanical ventilation of habitable rooms:	(a) 2 air changes per hour minimum. (b) 15 CFM of outside air per occupant minimum.
	19. UBC 1203.3	Bath room ventilation:	(a) 1/20 of the floor area. (1-1/2 square feet minimum) (b) 5 air changes per hour min. (3' from any intake)
	20. UBC 2904	Access to water closet stool:	30 inch min. width, 24 inch min. front clearance.
	21. UBC 2902.6	Lavatory with water closet:	Required.
	22. UPC 405.2	Tub access (Slab or 2nd floor only):	12" x 12" or specify "No concealed slip joint connections."
	23. UBC 807.1.3 UBC 2406.4 UBC 2407 UPC 412.7	Showers:	(a) Non-absorbent material 70" min. above drain inlet. (b) Tempered glass: Doors & windows within 5' of floor. (c) Door must swing outward. (d) 30" min. inside dimension; 1,024 sq. in. minimum.

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24.	UBC 1003.3.1.3 TBL 10-A	Exit door:	Minimum 3' width; 2 exits required over 3,000 sq. ft.
25.	UBC 2406.4	Safety glass required: Other than adjacent to doors: Windows in stairway enclosures:	Glass edge within 24" of door & within 5' of floor. Panels over 9 sq. ft. AND: Less than 18" from floor OR within 36" of walking surface. In walls enclosing stairway landings OR within 5' of the bottom and top of stairways where the bottom edge of the glass is < 60" above a walking surface.
26.	SPMC 15.16.090 UBC 310.9.1	Smoke detectors: (In existing bedrooms, battery only type is okay)	(a) Required in each sleeping room (incl. existing) AND: (b) at a point centrally located in the corridor. (c) Hard wired with battery back-up .
27.	UBC 1505.1 UMC 307.3	Attic access:	22" x 30" minimum, located in a corridor, hallway or other readily accessible location with 30" unobstructed headroom.
28.	UBC 2317.3 SPMC 150.016(E)	Underfloor access:	(a) 18" x 24" minimum, unobstructed by pipes, ducts, etc. (b) 6" curb required on exterior.
29.	NEC 250-81,83 NEC 110-16(c)	Electric service:	(a) Location, size, types of grounding, underground. (b) Location and size of existing. (c) Illumination for service installed indoors.
30.	NEC 210-70 (a) NEC 210-52 (h) NEC 210-52 (a)	Receptacles, lights & switches:	(a) Provide additional, see notes on electrical or floor plan. (b) Double switched lights required at interior stairways. (c) Receptacle required in hallways over 10 feet. (d) Within 6' measured horizontally; Walls 2 feet or wider and wall space afforded by fixed dividers or railings. (e) All outlets installed in bedrooms shall be protected by an arc-fault circuit interrupter.
31.	NEC 210-52 (e) NEC 210-8 (a)	Exterior receptacles:	(a) Provide GFCI waterproof. (b) Required at front & rear yards. (c) GFCI required for crawl spaces at or below grade level.
32.	NEC 210-8 (a)	Bathrooms:	(a) Provide at least one GFCI receptacle to each basin (all must comply).
33.	NEC 210-70 (a)	Garage:	(a) GFCI receptacles, 18" min. height (min. req'd = one). (b) Provide switched light at ext. doors (not vehicle door).
34.	NEC 210-52 (c) NEC 210-8 (a)	Kitchen & dining room counters:	(a) GFCI protection required where receptacles are install to serve the countertop surface. (b) Outlet required at each counter space wider than 12" (c) No point along the wall line more than 24" from outlet. (d) Outlets req'd for island & Peninsular countertops 12"+
35.	NEC 210-70 (c)	Mechanical rooms:	Light & switch required.
36.	SPMC 150.066(B) UMC 508	Range hood & vent:	(a) Required. (b) Per manufacturer's installation instructions.
37.	UPC 509.0 UPC 510.0	Gas burning appliances, incl. clothes dryers: UMC 303.1.3	(a) Not allowed in bedroom, bathroom or bedroom closet. (b) Flame up 18" minimum in garage.
38.	UMC 304.7 UMC 905.0	Heating:	(a) Furnace rm. 12" wider than heater, 3" min. side & back. (b) Show location and type of existing.
39.	UPC 507 UPC 510-11	Water heater: (a) If the water service has a pressure regulator, a thermal expansion tank is required. This should be noted on the plans.	(b) Minimum 2' wide door. (c) Seismic braces required (top & bottom 1/3). (d) Smitty pan req'd within dwelling, piped to exterior. (e) Combustion air: Min. 100 sq. in. top & bottom and located within 12" of base & top of enclosure.
40.	UMC 306 UMC 307.3	Attic furnaces:	(a) 30" platform; 24" catwalk. (b) Permanent outlet & lighting fixture at furnace controlled by switch at the access opening.

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41.		Roof framing : (Trusses)	(a) Provide truss calculations. (b) Trusses & bracing must appear on roof plan. (c) Show bracing & bridging, incl. gable ends (outriggers). (d) Detail all truss-to-top plate & truss-to-truss connections. (e) Provide detail of bottom chord clearance over top plate of non-bearing partition walls (show truss clips).
42.	UBC 2320.12 UBC T-23-IV-R-1 thru T-23-IV-R-12	Roof framing: (Conventional)	(a) Re-check rafter size, spacing, direction or grade. (b) Re-check ridge, valley or hip sizes. (c) Re-check purlin size or location. (d) Provide rafter ties @ 4' o.c. minimum. (e) Provide "California Fill" detail — 2 x 4 bracing 4' o.c. from upper to lower rafters to spread the load evenly. (f) Show method of support at gable ends (outlookers?) detail.
43.	UBC 2326	Lateral cross bracing (sway bracing)	Required: Garages or buildings with no ceilings.
44.	UBC 2326	Vertical & lateral analysis:	(a) Provide vertical analysis. (b) Provide lateral analysis.
45.	UBC 1503 SPMC 150.039	Roof covering:	(a) Specify "Class 'A' fire retardant" roof covering. (b) Provide ICBO number for roofing materials.
46.	UBC 2312 & T- 23-II-E-1	Sheathing, Roof and floor:	Size, Type, Panel span rating.
47.	UBC 2310.3	Plywood exposed to weather:	3/8" minimum unless over approved sheathing & protected.
48.	UBC 2320.12.2 T-23-IV-J-3&4	Ceiling joists:	Size, spacing, direction & grade of lumber.
49.	UBC 2320.11.6	Headers & beams:	Size, span, grade of lumber & connections.
50.		Beams (glu-lam):	(a) Show combination symbol on framing plan (e.g. 24f-V4). (b) Note: "Certification required prior to beam installation."
51.	UPC appendix D SPMC 105.016(D)	Roof drainage & overflow: UBC 2306.13	(a) Check water accumulation (roof drain sizing). (b) Provide splash blocks.
52.	UBC 1505.3	Attic ventilation:	(a) 1/150 of roof area minimum. (b) 1/300 if 50% is 3' above eaves or cornice vents.
53.	UBC 2320	Studs:	Size, height, spacing, grade of lumber, & bracing.
54.	UBC 2310	Exterior wall covering:	Specify type of materials & thickness.
55.	UBC 2317.5	Columns & posts:	Clarify anchorage connections.
56.	UBC 2314	Post to beam connections:	Show connection details & hardware.
57.	UBC 2326.7 UBC 23-I-V-J-1&2 UBC 2317.3	Wood floors:	(a) Girders: Size, spacing, direction & grade of lumber. (b) Floor joists: Size, spacing, grade, support (blocking). (c) Wood/earth separation: 12" girders, 18" floor joists.
58.	UBC 2326.8.5	Bearing walls (supported by floors)	(a) Joists under and parallel shall be doubled. (b) Bearing walls perpendicular to joists may not be offset from supporting girders or walls more than the joist depth.
59.	UBC 2320.11.9&10	Cutting, notching & boring:	Note on plans per UBC 2320.11.9 & 10.
60.	UBC 1505.2	Attic draft stops:	As per UBC section 708. Show location on plans when req'd.
61.	UBC 2306.4	Plates, sills & sleepers on concrete/masonry:	Specify pressure treated or foundation grade redwood.
62.	UBC 1806.6	Plate and sill anchorage:	5/8" x 10" anchor bolts @ 4' o.c. & within 12" of breaks. 1/4" thick square washers required.
63.	UBC 1806.6	Power driven fasteners:	Specify ICBO number or PIN number on plans.
64.	UBC 1804	Soils report:	<input type="checkbox"/> Required. (Unified Soil Classification System)
65.	UBC 1900.4.4 SPMC 1804.7.3 SPMC 1806.1	Slab floor:	(a) 3½" minimum thickness. (b) Vapor barrier, 6 mil. thickness min., 4" minimum sand. (c) Steel reinforcement. #4 @ 48" or #3 @ 36" OC each way.
66.		Load transfer into foundations:	(a) Provide load transfer diagram or section views. (b) Re-check footing locations.

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67.	SPMC 15.08.050 UBC 1806	Footings: Bearing walls:	Height Depth below grade Width	(a) Grade beam at garage door. (b) 6" min. eight above fin. grade. (c) 1-story 15", 2-story 18" (d) 1-story 12", 2-story 15"
68.	UBC 2317	Foundation vents:		1 sq. ft. required per 150 sq. ft. of area.
69.	UBC Chapter 31	Fireplaces:		Provide ICBO number. Provide seismic ties.
70.	UBC 1006	Stairways: See also 1003.3.3		36" min. width, 4" min. rise, 8" max. rise, 9" min. run.
71.	UBC 1003.3.3	Handrails:		34"-38" above nosing of tread, less than 4" openings.
72.	UBC 509	Guardrails:		36" height min., less than 4" openings.
73.	UBC 708.2	Fire stopping (stairways):		Show on stair details where required.
74.	UBC 1004.9&10	Landings:		(a) Landing required at all doors. (b) 1" maximum step down in direction of swing.
75.	UBC 1403.6.4.2	Veneer ties: (1 tie per 2 sq. ft., 24" max. horizontal spacing; Also, lip or hook with 9 ga. wire.)		(a) Flashing & foundation required.
76.	UBC 2317.8	Planter boxes:		2" air space & flashing.
77.	State Law UPC 402	Ultra low-flow plumbing fixtures:		(a) Faucets/showerheads, 2.5 gal. per minute max. flow rate. (b) Toilets, 1.6 gallons per flush maximum.
78.	Energy (Title 24)	<input type="checkbox"/> See the attached "Title 24 Energy Corrections List" for comments and corrections. <input type="checkbox"/> Adequate plans and specifications must be submitted to determine that the building complies with the mandatory features and devices, alternative component packages, or simplified calculation methods or performance method.		
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<input checked="" type="checkbox"/>	87.	PLEASE READ!	Please return the marked set of plans along with three complete sets of revised plans. This corrections list should be included. Please indicate the sheet number (beside the corresponding correction number) where the correction or additional information appears on the revised drawings. This will be appreciated and will help speed up the back check process.	