



**CITY OF ONTARIO
BUILDING DEPARTMENT**
303 East B Street
Ontario, CA 91764
Ph (909)395-2023, Fax (909)395-2180

**INFORMATION
BULLETIN
200**
Effective: 1 / 1 / 2011
Revised: 3 / 2 / 2011

SINGLE-FAMILY DWELLING OR DUPLEX SUBMITTAL REQUIREMENTS

NUMBER OF SETS OF PLANS AND OTHER INFORMATION REQUIRED FOR INITIAL SUBMITTAL:

- a. Three sets of architectural/structural plans (one set of each will be routed to Planning and Engineering Departments).
- b. One set of energy calculation wet-signed by the designer that prepared them.
- c. One set of structural calculation wet-stamped by the engineer that prepared them.
- d. One set of prefabricated truss plan and calculation if used.
- e. One copy of soils report if foundation design does not conform to 2010 CBC Table 1806.2.
- f. One set of fire sprinkler plan for newly constructed residential building only.



PLANS, DRAWN ON 18" X 24" OR LARGER PAPER, SHALL INCLUDE THE FOLLOWING:

1. Address and legal description of the property; owner's name, address, and phone number.
2. Site plan showing the location of building/addition in relation to the boundary line of the property.
3. Distance between the proposed building to any other structure(s), eg: pool, shed, detached garage, etc.
4. Floor plans with dimensions showing all room layout/use, windows, and doors. For room additions, provide existing building floor plan and the size and location of existing window that adjoins the proposed addition.
5. Roof plan with roofing material specified and roof pitch called out.
6. Building elevations and at least one longitudinal and one transverse building section.
7. On floor plans, show location of electrical outlets, plumbing fixtures, and mechanical units if used. For room additions, show method of providing heat to the addition (fireplace only is not an acceptable method of heating).
8. Energy compliance forms.
9. Structural foundation plan showing slab and footings. Provide foundation details and cross-reference them to foundation plans.
10. Structural floor and roof framing plans showing floor/roof/ceiling member sizes and direction of span. Provide structural details and cross-reference them to floor and roof framing plans.
11. On all foundation and floor framing plans show shear wall location and type and hold-down sizes. Call out shear wall construction and its nailing schedule.
12. Fire sprinkler plan for newly constructed residential buildings only.
13. Compliance with 2010 *CALGreen* code requirements for newly constructed buildings only.