



Junior Accessory Dwelling Unit (ADU) Plan Submittal Checklist

These guidelines are to provide general information. Your individual project may require more or less detail than herein described

Definition of a Junior Accessory Dwelling Unit (JADU)

A junior accessory dwelling unit (JADU) must be “within the walls” of a proposed or existing single-family dwelling and not be more than 500 square feet in size. This includes non-livable space within the primary dwelling structure and an attached garage. Additionally, the main dwelling or the JADU must be owner occupied and requires a deed restriction to be in place at the time of permit issuance. Please see the Planning Division Accessory Dwelling Unit Guide for further information.

Plan & Construction Document Requirements

- (3) three complete and adequate sets.
- The minimum size sheet is at least 11" x 17", with blank spaces on each sheet, sufficient for City approval stamps and notes.
- Plans shall be prepared with block lettering, and line quality & contrast must be easy to read and strong enough to scan.
 - Building plans must be legible and drawn to scale with the scale identified. (1/4 inch = 1 foot is the most common scale used for residential floor plans and section views.) (1 inch = 10 feet is the minimum scale accepted for site plans.)
 - Dimensions and notes must be printed to match 11 point font minimum.
- Plan sheets must include a North arrow, date prepared, and a symbols/abbreviations key.
- Construction documents shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of the applicable CA Building Codes and relevant laws, ordinances, rules and regulations.**
- When required by California State Law, construction documents must be prepared by a CA Licensed Architect or Engineer (stamped and signed).

GENERAL INFORMATION

- Address of property and assessor's parcel number.
- Owner's name, address and phone number.
- Name & signature, address and phone number of person preparing the plans.
- Design professional stamps if applicable.
- Applicable CA codes and regulations.
- Type of Construction. (CBC Table 601)
- Occupancy Type(s). (CBC Chapter 3)
- Square footages of all structure(s) and addition(s).
- Overall building height.
- Clearly show existing and proposed work and descriptions.
- Special inspections required.
- Sheet index showing each sheet title and number.

SITE / PLOT PLAN

- The site/plot plan must show the entire lot. North arrows.
- Lot lines, property dimensions and Easements.
- Outlines of all new, existing building(s), structure(s), addition(s) with sizes and intended uses indicated.
- Setback distances from front, rear and side property lines; and any other required setbacks. Setback distance from the property lines to structure shown.
- Adjacent street(s) with name(s) indicated, sidewalks.

FLOOR PLAN

A complete dimensioned floor plan.

PLUMBING/MECHANICAL/ELECTRICAL PLAN

- Location of all plumbing fixtures, water heater, hose bibs.
- Heating/air conditioning system, furnace or heater size and location, registers, and thermostats.
- LPG line and tank.
- Electrical plan showing locations of service panel (and amperage rating), grounding, subpanels, receptacles, GFCIs, AFCI's, lights, switches, smoke detectors, etc.

ADDITIONAL SUPPLEMENTAL ITEMS

- STRUCTURAL CALCULATIONS** (2 sets) May be required for unusual, complicated, or truss-type structures and shall be prepared by a registered civil engineer, structural engineer, or architect.
- TITLE 24 ENERGY CALCULATIONS** (2 sets) required for any increase in conditioned (heated or cooled) floor area. Must be prepared by a CA licensed Architect or Energy Consultant.

Property Ownership and Other Considerations

Before obtaining a building permit for a Junior Accessory Dwelling Unit (JADU), the property owner shall file with the county recorder a Deed Restriction, containing a reference to the deed under which the property was acquired by the present owner stating that (Please see the Planning Division Accessory Dwelling Unit Guide for further information.):

- a) The JADU may not be sold separate from the primary residence.
- b) The restrictions are binding upon any successor in ownership of the property.
- c) The JADU unit shall not be utilized as commercial short-term rentals (i.e. rentals of 30 consecutive days or less).
- d) The primary residence or JADU unit or any other Accessory Dwelling Unit permitted on the property shall be owner-occupied. Sale of the property shall not permit a subsequent owner to rent both units.

Fees:

- 1. Permit application, and an Address Assignment Fee.
Permit/Inspection Fees collected at time of permit issuance are calculated based on the valuation (based on ICC Building Valuation Data).
- 2. Additional fees include, Strong Motion Instrumentation Program, Green Fee, and document fee.
- 3. If the square footage is greater than 499sf then El Dorado County Office Education School fees will apply.

By my signature below, I certify to each of the following:

I have read and understood the Building Division Junior Accessory Dwelling Plan Submittal Checklist. The plans are subject to a complete review by the City of Placerville's Plan Reviewer and may be subject to additional clarification items for approval of the subject project.

Signature of Property Owner or Authorized Agent: _____

Print Name: _____ Date: _____