

## ACCESSORY DWELLING UNIT SUBMITTAL REQUIREMENTS

### STEPS:

- 1) Please email [planningdivision@roseville.ca.us](mailto:planningdivision@roseville.ca.us) regarding height, setback and other planning requirements for accessory dwelling units.
- 2) Request a Fee Estimate. (Impact fees from a variety of development departments may apply to your project.) Request a fee estimate by emailing the [buildingdivision@roseville.ca.us](mailto:buildingdivision@roseville.ca.us).
- 3) Submit plans to the [online portal](#) and provide the following information:

- Electric Load Worksheet** (if sharing electric utility with primary home submit for all existing and proposed dwelling units on same main service panel)
- Waterline and Drainage Calculation** (submit number & type of fixtures for each water meter on site)
- Plot Plan** showing position of the building on the lot and:
  - All lot dimensions, building orientation (i.e. north arrow) and lot drainage
  - Location of all property lines, easements and streets
  - Location of all utility lines and meters (water, sewer, electric, gas)
  - Location of any native oak trees (show trunk size, location and extent of drip line)
- Floor Plan** including:
  - Use of rooms (i.e. kitchen, bath, bedroom, etc.)
  - All interior and exterior dimensions and sizes of all doors and windows
  - Electrical receptacles, light fixtures and smoke detector locations
  - Braced wall/shear wall locations, dimensions and construction types
- Exterior Building Elevations** showing:
  - Finish materials
  - Building and roof heights
- Foundation Plan** including:
  - Footing dimensions, locations and anchor bolt/holdown locations
  - Under floor ventilation required, access location and size (on raised wood floors)
- Roof Framing Plan** (provide one of the following)
  - Conventional roof - show direction, size, length and spacing of rafters, ceiling joists, sheathing and finish materials.
  - Truss roof - provide lay-out, engineered truss calculations and truss acceptance letter from engineer.
  - Roof ventilation required, access location and size
- Cross Sections** showing framing, beams and foundation
- Construction Details** referenced from the specific location
- Engineering Required** for vertical and lateral loads of shear walls, beams and foundation if the design is not conventional construction as defined in the CRC
- Title 24 Energy Requirements** (Include applicable completed compliance forms on the plans.)
- [Residential Green Code Checklist](#)
- Design Criteria for the City of Roseville based on California Residential Code Table R301.2(1)**
  - Category D or SDC 'C' for site soil class D or better as allowed.
  - Ultimate Wind Speed, 3 second gust: Risk Category I/ 100 mph, Risk Category II / 110 mph, Risk Category III /115 mph- Wind Exposure Category – B (most areas)
  - 1.5" per hour minimum rainfall
  - No snow loading
  - Climate zone 11
  - 45% lot coverage - one story, 35% lot coverage - two story (check with the Planning Department for any exceptions)
- Residential Fire Sprinkler Plans**, with hydraulic calculations and fire flow letter, if fire sprinklers are required or proposed.

**Note:** Plans must be signed by the preparer. Plans prepared by a California licensed architect or engineer, and all engineering calculations must be stamped and signed by a licensed architect or engineer. Electronic signatures accepted. New accessory dwelling unit construction greater than 400 square feet requires installation of curb, gutter, and sidewalk, if none exists.