



CITY OF BALDWIN PARK

Building Division

14403 East Pacific Avenue
Baldwin Park, California 91706
(626) 813-5265 (626) 813-5267

RESIDENTIAL PLAN CHECK SUBMITTIAL REQUIREMENT

Depending on the size, complexity, and type of project the Building Department offers counter Plan Check for Patio Covers, Car Ports and Swimming Pool/Spas only. All other submittals will go through the regular plan check process.

When submitting plans for Building Plan Check, **three (3) sets** are required for New Single Family and Multi Family Residence, Addition and Alterations to Single Family Residences.

Plot Plan – Indicate distance to the property lines.

Foundation Plan & Details – Provide footings with a minimum depth of 12” from natural grade and 12” wide. A minimum 4” thick slab reinforced with Welded Wire Mesh (WWM), a minimum 6-mil moisture barrier, and at least 4” of sand. Refer to **Type “V” handout**.

Floor Plan – Indicate the new areas, door sizes, window sizes, headers, location of main and sub-panels, electrical outlets, light switches, heat registers, plumbing fixtures, etc. (Existing floor plan to be included for room addition)

Roof Plan – Indicate roof slopes, ridges, valleys, flashings overhangs, drainage, etc.

Exterior Elevations - Indicate finish materials (stucco, siding, roofing material, etc), lateral bracing systems, (i.e. Let-in braces, shear panel, window and door openings, plate straps, etc.), and building heights.

Structural Plan (S) – Indicate framing member sizes, beam sizes, and construction details, (Note: this information may be provided on the Architectural plans [i.e. floor plan. Roof plan. Elevations, etc.], separate Structural plans may not be necessary.)

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

Engineers Structural Calculations – Two (2) sets are required to justify proposed framing members and beam sizes, footing and reinforcement sizes, lateral resisting system and connections. Calculations are required for two (2) story New Single-Family Residence and room additions.

Energy Compliance forms – Two (2) sets will be required to indicate compliance with the California Energy Commission regulations. [Title 24, CF-1R, MF-1R]

Note: School District Fees/Certificate, Water District and County Sanitation approval may be required prior to issuing permits.

Please refer to handouts for additional information required on above items.

NOTE ON PLANS: All work shall comply to the: 2013 California Building Code, 2013 California Electrical Code, 2013 California Plumbing Code, 2013 California Mechanical Code and Los Angeles County Codes.