

**BASIC REQUIREMENTS WHEN APPLYING FOR RESIDENTIAL/COMMERCIAL PERMITS IN BLYTHE****REQUIRED****SUBMITTED**

**NOTE:** TEMPORARY CERTIFICATES OF OCCUPANCY WILL NOT BE ISSUED. CERTIFICATES OF OCCUPANCY ARE ONLY ISSUED UPON FULL COMPLETION OF A FINAL INSPECTION. ALL ITEMS CHECKED OFF BELOW ARE DUE AT THE TIME OF PLAN SUBMITTAL.

- Three (3) sets of plans (for most projects) - Residential Remodel, Patios, Pools, etc.
- Four (4) sets of plans (for new/major projects or anything involving City right-of-way/utilities)
- Plans must be drawn to scale & submitted on paper min. size of 11"x17". Larger sheets are acceptable.
- Plans drawn by professionals shall bear the California seal and signature in original ink.
- All site and vicinity plans, including simple plot plans must be drawn to a standard engineer's scale (10, 20, 30, 40, 50, etc.) only. All building plans to be drawn to standard architects' scale. Provide setback measurements for all sides; show North arrow; septic tank/leach lines; water well; lot dimensions; existing structures; driveways; easements; street/curb lines; landscaping; and all property corners.
- Foundation Plans shall show the location and size of foundation footings/walls/piers; underpinnings/girders/continuous footings w/cross sections; distances below natural grade; height above finished grade; shear and hold down systems.
- Floor Plans shall show room size & use; size/location of headers, doors, windows & chimneys; size, spacing, type & direction of ceiling joists; plumbing fixtures; gas & electrical appliances; fans; outlets; general lighting in kitchens & baths.
- Finish Schedule-wall, ceiling & floor finish material should be noted; identify proposed glazing.
- Exterior Elevations shall identify the front, rear, left & right sides and use North, South, East, West identifications; elevations shall also show doors, windows, finished floor line, bracing systems; exterior finish & roof material & pitch.
- Construction Details-provide cross sectional elevations showing: foundation, underpinning, floor joists, studs, ceiling joists, rafters, pitch of roof & location of intermediate roof supports. Cross-sections shall specify roof, ceiling, wall, and floor insulation "R" values.
- Electrical Details shall include outlet/panel locations and panel sizes, wall switches, fans, etc.
- Plumbing Details-isometric drawings of all water/sewer line locations, line size and type of line to be used (Commercial only) are required.
- Mechanical Details-type/size/location of all air handling equipment; shown (in tonnage) unit size and the location of all vents & duct work.
- Title-24 Energy Calculations-2 copies
- Engineered Truss Calculations-2 copies, may be a deferred submittal
- As required: Pad Certifications, Soil Analysis, Grading, Drainage, Pad & Finish Floor Elevations
- Plan Check Fee must be paid at the time of plans submittal.
- A completed School Form - supplied by the Building Department after plans are submitted.
- Riverside County Health Clearance - Septic and/or Well (where City services are not available)
- Garage and/or Carport Plans (when required), must be completed as described herein.
- Complete Landscaping Plans showing piping, controller & plantings (required for all Commercial projects). An anti-siphon device is required for all landscaping proposals. Two trees and appropriate ground cover are required in the front yard (residential).
- A Double Check Valve is required for all Commercial projects and must be shown on the plans.
- A Trash Enclosure is required for all Commercial projects and must be shown on the plans.
- Service request number from Edison starting the process to get power to the property.
- The applicant is responsible for contacting the Public Works Department to ascertain if curb, gutter, sidewalk or approachway will be required and for more information on connecting to City sewer/water.
- Fire Sprinkler and Solar Plans/Details.