



City of Rancho Cucamonga  
Building and Safety Department  
10500 Civic Center Dr.  
Rancho Cucamonga, Ca. 91730  
Tel: 909/477-2710 Fax: 909/477-2711  
[www.ci.rancho-cucamonga.ca.us](http://www.ci.rancho-cucamonga.ca.us)

## RESIDENTIAL SUBMITTAL REQUIREMENTS

(Includes room additions)

***Submit five complete sets (two sets for minor room additions) of dimensioned and scaled drawing, including:***

- Site plan - showing street, all four property lines, the outline of all structures and location of proposed construction.
- Floor plan - show all door and window sizes and locations, labels the use of and show dimensions of all rooms.
- Other architectural and/or structural plans such as to fully describe proposed project, including, but not limited to:
  - Foundation plan
  - Floor framing plan (for multiple story buildings)
  - Roof framing plan
- Electrical plans – meter location, switch, outlet, and light locations.
- Two sets of wet stamped and signed structural calculations (if required).
- Two sets of wet signed truss calculations.
- Two sets of energy calculations – (California State Title 24).

\*\*Please contact the Planning & Engineering Departments directly to obtain associated fees for Residential Submittals

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### ***APPROVALS REQUIRED PRIOR TO PERMIT ISSUANCE:***

City of Rancho Cucamonga Planning Division and Engineering Division for all projects and Fire District for projects located in the hillside zone or if existing house has fire sprinklers.

Cucamonga Valley Water District (CVWD) may be required for any changes or improvements to plumbing facilities. (909/987-2591)

School fees are required to be paid for new habitable spaces greater than 500 square feet. Contact the Public Services Technician for the appropriate form that must be taken to the district prior to permit issuance.

**NOTE: A separate grading plan check submittal is required for all new construction projects and for existing buildings where improvements being proposed will generate 50 cubic yards or more of combined cut and fill. The grading plan shall be prepared, stamped and signed by a California registered Civil Engineer. The Building Official, prior to the issuance of the building permit, must approve the compaction report and pad certification.**