



# City of Pomona —Building and Safety Division

## Residential Room Addition

**DIRECTIONS:** *This handout provides the requirements and typical examples of required documents/plans. Please understand **that each project is unique and additional requirements may be required.***

**AN ITEM TO CONSIDER BEFORE DECIDING THE ROOM ADDITION SIZE:** if the addition is in excess of 750 square feet, the school district will charge an impact fee. This is in addition to the various city fees and trash disposal fees that are required.

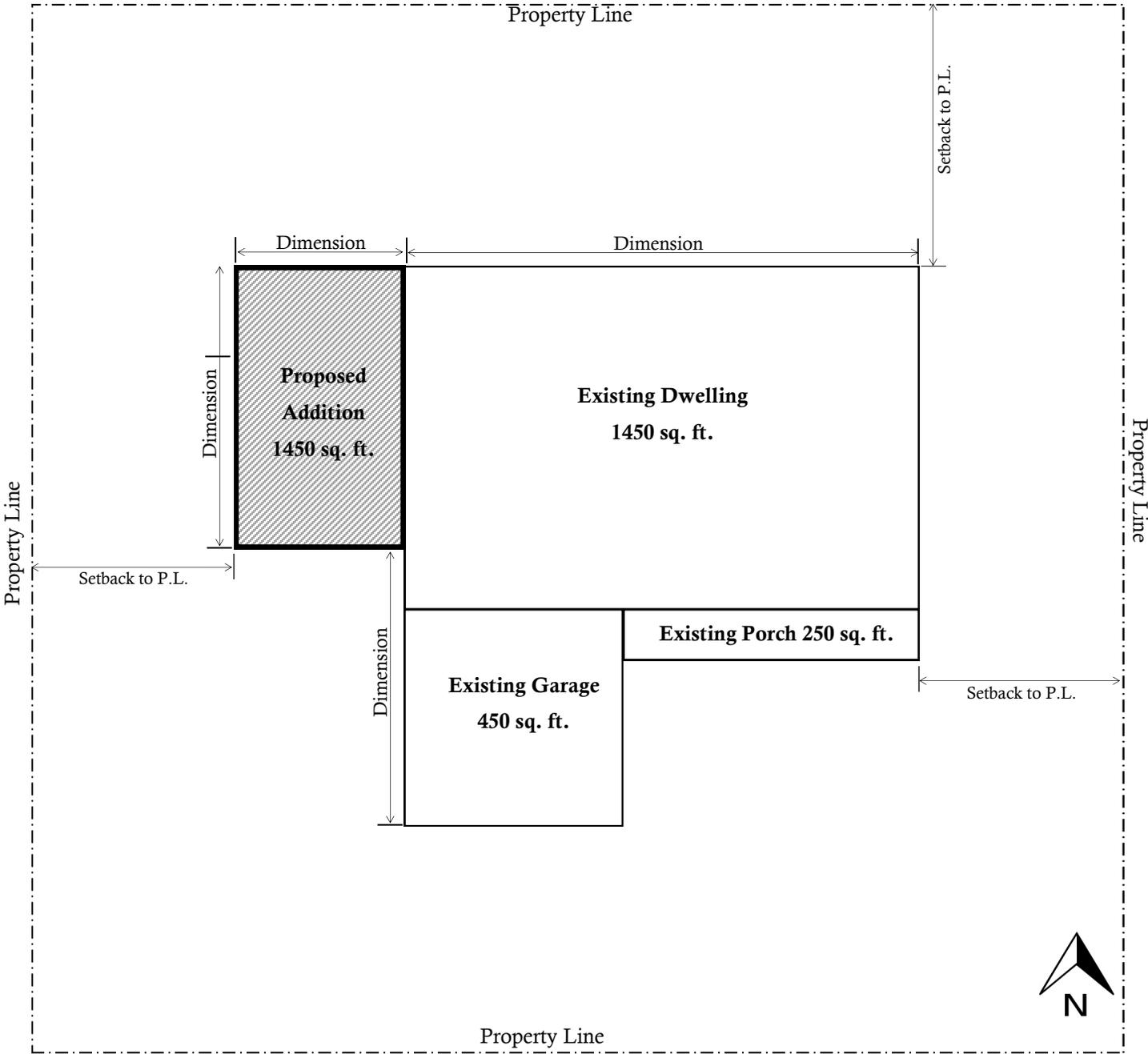
Plans shall comply with the following:

2022 California Residential Code (CRC)	2022 California Electrical Code (CEC)
2022 California Mechanical Code (CMC)	2022 California Energy Code (CEC)
2022 California Plumbing Code (CPC)	2022 California Fire Code (CFC)
2022 California Green Building Standard Code (CGBSC)	City of Pomona Municipal Code

Plan submittal shall consist of:

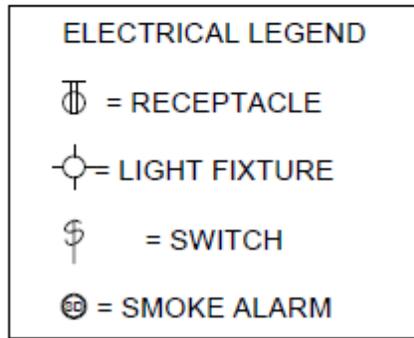
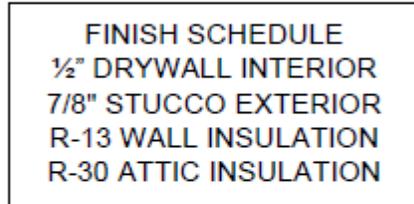
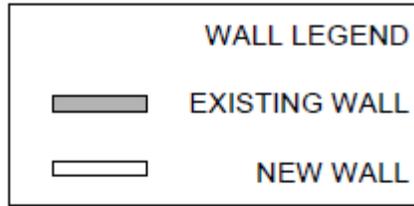
- 5 complete set of plans to be reviewed by Building, Planning, Public Works, and Water.
  - Plans drawn to scale and indicated on the plans.
  - Printed on substantial paper, a minimum 24" x 36" in size.
  - Permanent copies shall be submitted, not in pencil.
  - The plans shall be signed by the person responsible for drawing the plans.
  - Plans prepared by professionals shall bear the seal and wet signature of the professional.
1. **SITE PLAN:** should consist the following information: Owner's name and address; site address; Assessor's Parcel Number (APN); contractor's name and address; legal description of property; lot size; set backs from property lines; distance between proposed and existing structures; a North arrow; the LPG tank; the sewer line or sewage disposal system; wells, watercourse and easements.
  2. **FOUNDATION PLAN:** should show the location of all footing and masonry walls. Provide cross-sectional details of the footings showing distance below natural grade, height above adjacent grade, hold down bolts, anchor bolt size and spacing, and reinforcement as required by the soils report, if any.
  3. **FLOOR PLAN:** should show room size and use; size and location of all headers, doors and windows; size, spacing, type and direction of ceiling joists; location of smoke detectors, plumbing fixtures, gas and electric appliances, and electrical outlets (lights, plugs, and switches).
  4. **FINISH SCHEDULE:** show wall, ceiling and floor finish. Identify the U-factor and SHGC of the proposed windows.
  5. **ROOF PLAN:** should show the tie-in to the existing roof, HVAC, and flashing requirements. Truss calculations are required for a proposed truss roof, or if conventionally framed indicate size, spacing, and directions of rafters. Identify roof finish, sheathing underlayment and structural connection details. The truss calculations and the truss layout shall be signed and sealed by a professional civil or structural engineer.
  6. **ELEVATIONS:** should use North, South, East and West identifications. Show the location of doors, windows, chimneys, and attic vents. Exterior finish, veneer, planters and roof covering shall also be indicated.
  7. **CONSTRUCTION DETAILS:** provide cross-sectionals elevations, showing the foundation, underpinning, floor joists, studs, ceiling joists, rafters, pitch of roof and location of intermediate roof supports. The cross-section shall specify ceiling, wall and floor insulation "R" values.
  8. **ENERGY:** two sets of calculations showing compliance with the California Energy Commission Regulations for residential additions. Show the location and size of the water heater(s), furnace and air conditioning units. State whether you are tying into the existing system or adding a new system. The Certificate of Compliance and Mandatory Measures shall be completely filled out, signed and printed on the plans.
  9. **ELECTRICAL:** show the size and location of the electrical service. Provide a single line diagram if upgrading the electrical service and/or adding any sub-panel(s). Electrical service load calculations may be required to justify the size of service.
  10. **PLUMBING:** Provide a plumbing isometric or line drawing showing sewer, drain, waster, vents and cleanout sizes and material. Show the water piping system, pipe sizes and pipe material. *Exception: the installation of one fixture or one bathroom.* State on the plans whether the property is served by natural gas or propane and how the location of all gas meters or regulators and all gas piping sizes and lengths on outlet side of meter and the demand at each outlet.
  11. **SMOKE ALARMS:** When alteration, repairs, or additions requiring a permit occur or when one or more sleeping rooms are added or created in Group R occupancies, smoke alarms shall be installed on the ceiling or wall outside of each sleeping area in the immediate vicinity of bedrooms, in each room used for sleeping and on each story. The smoke alarms may be solely battery operated when install in existing residences.
  12. **STRUCTURAL:** if the addition does not meet the "Conventional Light Frame Wood Construction Provisions" in Section 2308 of the 2022 CBC, two sets of structural calculations shall be submitted and the plans shall be sealed and wet signed by the professional responsible for the calculations.

# Sample Site Plan

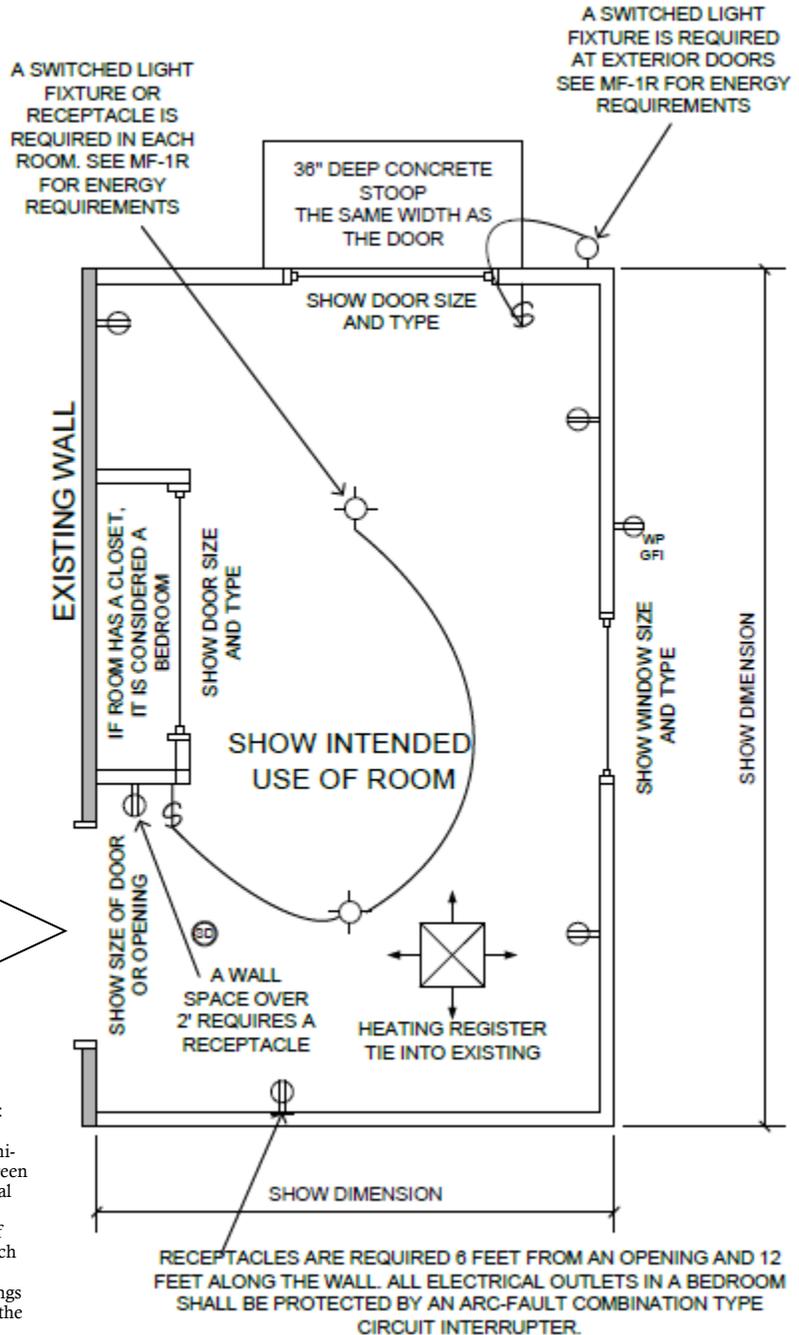


Property Owner's Name
Property Address
Phone Number
Scope of Work

# Sample Floor Plan



SHOW THE SIZE AND USE OF THE EXISTING ROOM(S) ADJACENT TO THE ADDITION. SHOW THE SIZE OF THE EXTERIOR WINDOW OPENINGS IN THE ROOM(S) ADJACENT TO THE ADDITION.



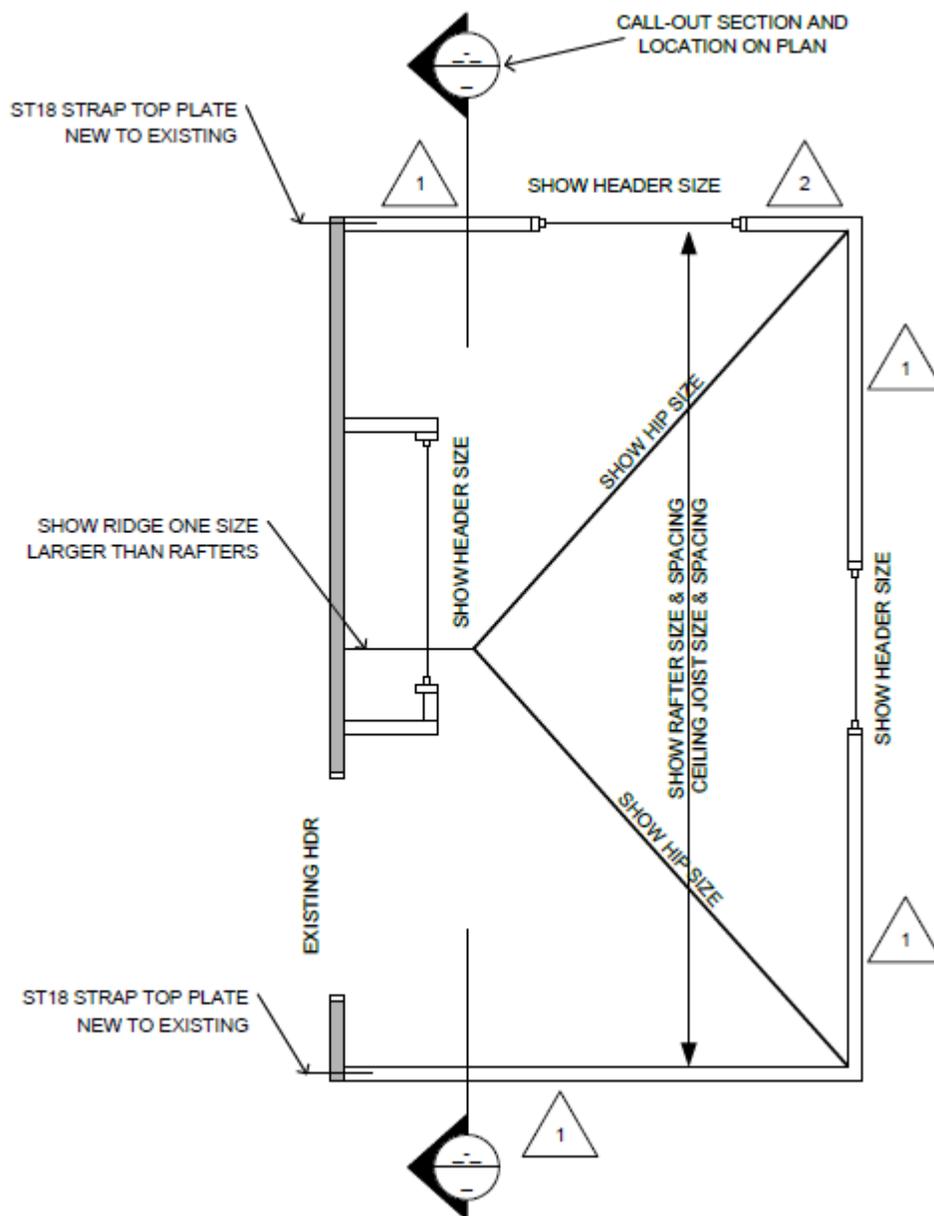
**NOTES:**

1. All construction requirements are based on the following codes: 2019 California Residential Code, 2019 California Plumbing Code, 2019 California Electrical Code, 2019 California Mechanical Code, 2019 California Energy Code and 2019 California Green Building Standards, as adopted by the city of Pomona Municipal Code.
2. Smoke alarms shall be installed on the ceiling or wall outside of each sleeping area in the immediate vicinity of bedrooms, in each bedroom and on each story in the dwelling.
3. Habitable rooms shall be provided with exterior window openings not less than 8 percent of the floor area of the room. One half of the window openings shall be operable.
4. Bedrooms shall at least one operable window with a net clear opening of at least 24" in height, 20" in width and 5.7 S.F. overall. This sill shall not exceed 44" above the floor.

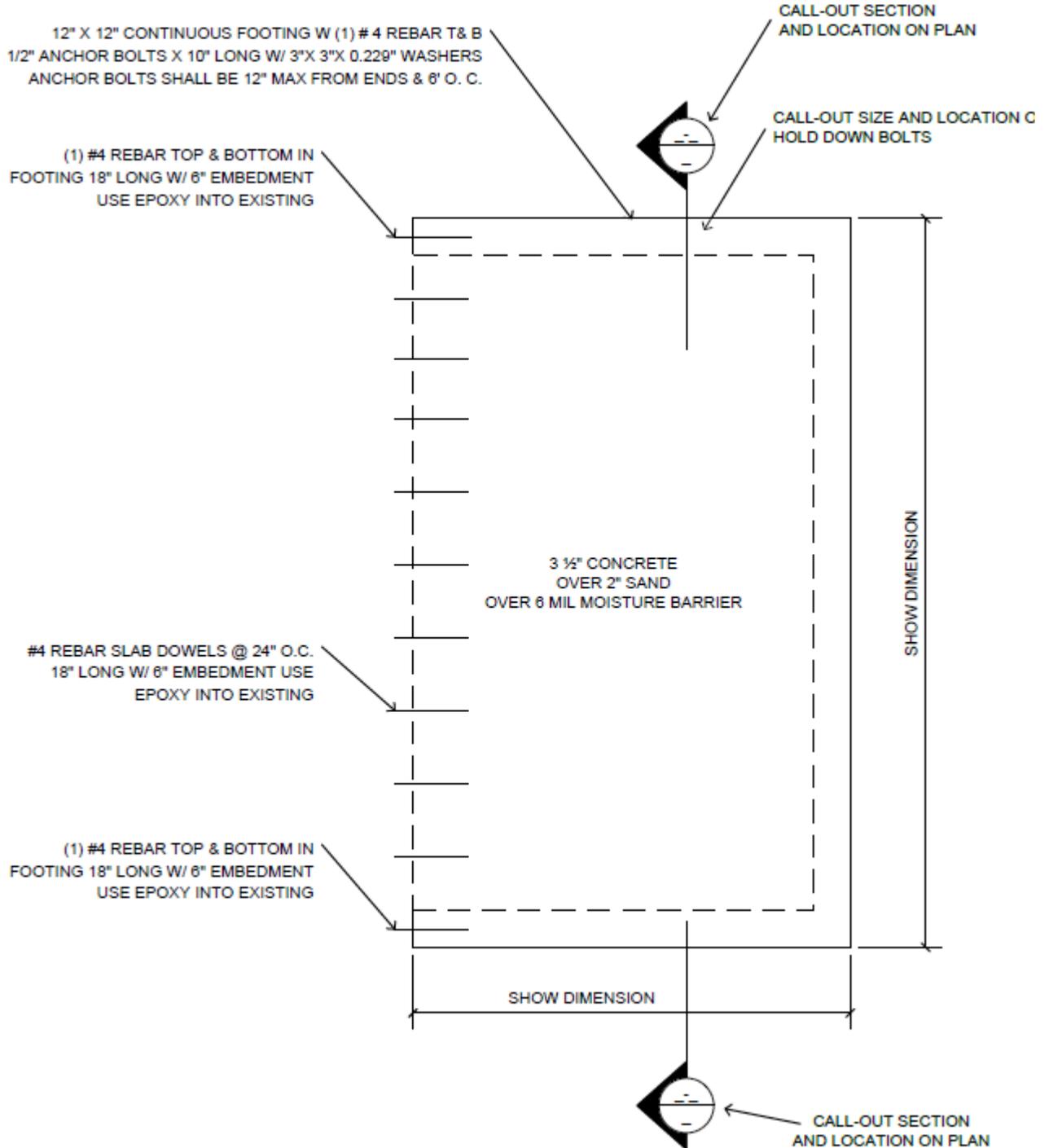
# Sample Framing Plan

EXAMPLE OF A SHEAR SCHEDULE:

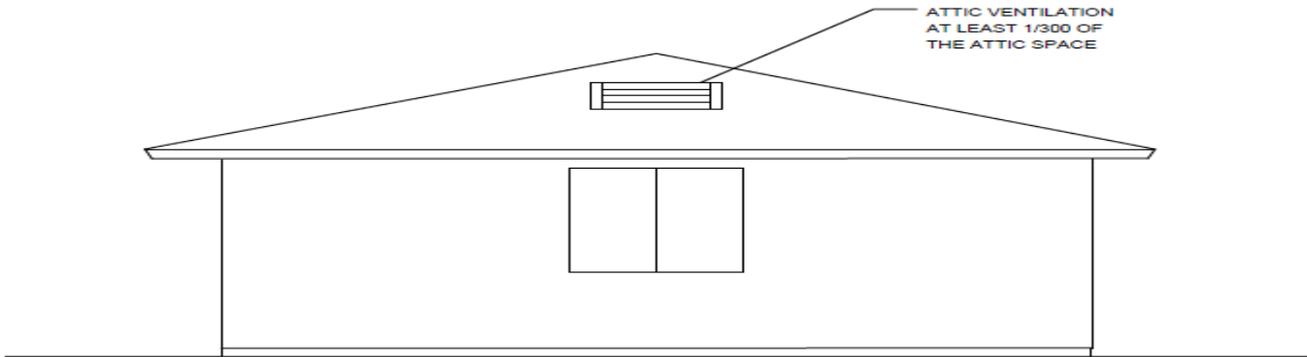
SHEAR SCHEDULE	
△ <sub>1</sub>	3/8" PLYWOOD OR OSB W/ 8d @ 6" & 12"
△ <sub>2</sub>	3/8" PLYWOOD OR OSB W/ 8d @ 6" & 12"
	MIN. 2'-8" WIDTH W/ (2) PAHD42 OR PHD2



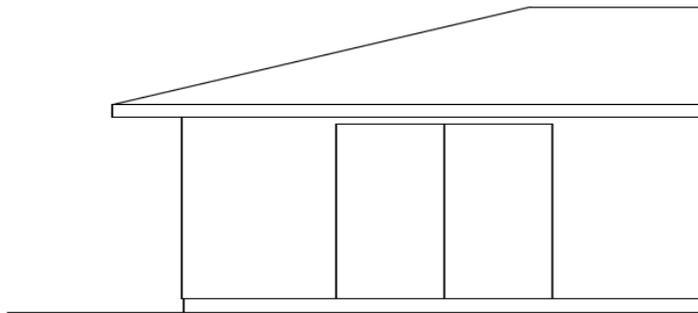
# Sample Foundation Plan



# Sample Elevation Plan



(TYPICAL) **REAR ELEVATION**



(TYPICAL) **RIGHT ELEVATION**

