



City of San Leandro
Division of Building & Safety Services
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**Plan Submittal
Guidelines for
Residential Garages
and Carports**
Rev 2016

Drawings (blueprints) - 3 sets, Minimum size: 11" x 17", to scale

Cover sheet information –

address of project; name, address & phone number of project owner; name, address, phone number, title & registration information of project design professional(s); applicable editions of state & local codes; description of project; gross area of structure; height of structure; fire sprinkler system (yes/no).

Plot plan (indicate scale) -

lot dimensions; (indicate scale) ,dimensions which indicate the distances from all existing and proposed buildings to adjacent property lines; north arrow; identification of all streets and right-of ways adjacent to the site; location of easements and visible utilities on site; location of all driveways and site entrances.

Architectural plans (drawn to scale) -

exterior building elevations; floor plans identifying use of structure; building sections; details of all fire-rated assemblies; stairway, handrail & guardrail details; flashing details; roof covering specifications; exterior wall covering specifications; etc

Plumbing plans & mechanical plans

if proposed, provide complete plumbing plans sufficient to show the size and location of all plumbing & mechanical fixtures, appliances, piping, tubing, etc.; indicate whether appliances are gas-operated, electric, or otherwise; etc

Electrical plans –

complete electrical plans which identify the location and capacity of the main site service panel and all sub-panels and show the location of all receptacles, switches, lighting fixtures, etc.

Green Building Code –

The provision of this code planning, design, operation, construction, use, and occupancy of every newly constructed building or structure, unless otherwise indicated in 2016 California Green Building Standards Code. It is not the intent that the California Green Building Code substitute or be identified as meeting the certification requirements of any green building program. Please visit our website at www.sanleandro.org/cd/bldg under Forms, Fees, & Facts for a copy of the residential and non-residential mandatory checklists.

All residential and non-residential projects must comply with Construction Waste Management:

Recycle and/or salvage for reuse a minimum of 65 percent of nonhazardous construction and demolition waste in accordance with **Residential Sections 4.408.1, 4.408.2, 4.408.3, 4.408.4, 4.408.4.1, and 4.408.5**

Floodplain compliance verification -

Structures located in the 100-year floodplain must conform to all mitigation requirements contained in the city's Floodplain Management Ordinance: Title VII, Chapter 9, S.L.M.C. whenever "substantial improvement" is any repair, reconstruction or improvement the cost of which equals or exceeds 50% of the market value of the structure

Calculations - 2 sets

- Structural calculations – (for unusually shaped buildings or when conventional wood-frame construction is not utilized) –** wind load design factor, V is 110 m.p.h. – exposure based on geographical location; **seismic design category** determined by design professional considering construction design and site soil properties as per CBC sec 1613.
(most of San Leandro is site class D or E)

Other Documents - 2 sets

- Verification of Bay Area Air Quality Management District (BAAQMD) notification demolished structures**

[NOTE: This list may not reflect all design document submittals which are needed for a specific project review. Permit applicants should contact appropriate City departments to determine if additional documentation is required.]