

CITY OF TRACY

GENERAL SUBMITTAL REQUIREMENTS FOR

RESIDENTIAL REMODEL



PERMIT TYPE	PLANS REQUIRED - 3 SETS	PLOT PLAN	ADDITIONAL SUBMITTALS (ENGINEERING; ENERGY, etc.)/NOTES
1 DECKS >30" HAGL (height above grade level)	YES	YES	POSSIBLY ENGINEERING - IF NOT CONVENTIONAL FRAMING.
2 DEMOLITIONS; PARTIAL OR COMPLETE	NO	NO	APCD APPROVAL REQUIRED WHEN: 1) THERE IS MORE THAN 1 SFD ON SITE, 2) THE SFD HAS BEEN, CURRENTLY OR WILL BE USED AS A COMMERCIAL BLDG.
3 FIRE PLACE (New) MANUFACTURED	YES	YES	MF-1R
4 FIRE REPAIRS	YES/NO	YES/NO	SCOPE OF INTENDED WORK; PRE 1970 = Plans for complete components wherein no repetitive members exist. POST 1970 = No plans where partial repetitive members exist, unless Engineered product such as, trusses or shear walls.
5 GARAGE CONVERSION	YES	YES	A) LIGHTING HANDOUT (CONTROL REGS.) ; CF-1R/MF-1R; SCHOOL FORM (CERTIFICATE OF COMPLIANCE); POSSIBLE PLANS FOR ADDITIONAL GARAGE
6 GAS LINE MODIFICATION	YES	YES (IF EXTERIOR APPLIANCES)	COMPLETE ISOMETRIC DRAWING, UNLESS TAPPED DIRECTLY FROM GAS METER. (Isometrics need input BTU's for each appliance, size and length of pipe for each section)
7 GUTTING/REMOVAL OF SHEETROCK (Interior)	NO	NO	
8 HVAC/FURNACE/CONDENSER	YES/NO - Perhaps, if new Roof top installation	YES, IF EXT. INSTALLATION	MF-1R - CF-1R/CF6R - CF4R AT TIME OF INSTALLATION; IF NEW HVAC OR INCREASE SIZE OF HVAC (BTU INPUT) PROVIDE GAS LINE ISOMETRIC
9 KITCHEN (Outdoor)	YES	YES	
10 LIGHTING REPLACEMENT/New WIRING (Exterior/Interior)	ONLY WHEN ENTIRE HOME	NO	A) LIGHTING HANDOUT (CONTROL REGS.) B) KITCHEN LIGHTING WKSHT. C) LIGHTING FORMS OR CF-1R/MF-1R. D) FLOOR PLANS FOR PARTIAL INSTALLATION; SCOPE ATTACHED WHEN PLANS ARE NOT REQUIRED.
11 LOFT CONVERSION (Interior)	YES	NO	A) LIGHTING HANDOUT (CONTROL REGS.) ; CF-1R/MF-1R; STRUCTURAL CALCS POSSIBLE
12 PATIO COVER	YES	YES	POSSIBLY ENGINEERING. IF CITY HANDOUT USED /CONVENTIONAL FRAMING OK & NO ENGINEERING REQUIRED. PRE-FAB ALWAYS REQUIRE ENGINEERING. CF-1R/ MF-1R IF LIGHTING IS INSTALLED
12A PATIO ENCLOSURE/SUNROOM/ (CONDITIONED W/ OR W/OUT LIGHTS)	YES	YES	LIGHTING FORMS/POSSIBLY ENGINEERING - PRE-FAB ALWAYS REQUIRES ENGINEERING, MF-1R & CF-1R, (CF-4R & CF-6R AT TIME OF INSTALLATION).
12B PATIO ENCLOSURE/SUNROOM/ (UNCONDITIONED W/ OR W/OUT LIGHTS)	YES	YES	LIGHTING FORMS/POSSIBLY ENGINEERING - PRE-FAB ALWAYS REQUIRES ENGINEERING, MF-1R & CF-1R
13 PLUMBING MODIFICATIONS	NO	NO	SCOPE OF WORK
14 PONDS	YES	YES	GREATER THAN 18" DEPTH OF POND - BARRIER REQUIREMENT HANDOUT

PERMIT TYPE		PLANS REQUIRED - 3 SETS	PLOT PLAN	ADDITIONAL SUBMITTALS (ENGINEERING; ENERGY, etc.)/NOTES
15	POOLS/BUILT-IN SPAS	YES	YES	MF-IR & CF-IR (ENCOMPASSED IN HANDOUT)
16	PV'S (PHOTOVOLTAICS)	YES	YES	STRUCTURAL CALCS. (POSSIBLY)
17	RECEPTACLES (New)	NO	NO	SCOPE OF WORK
18	REROOFS	NO	NO	CONTRACT FOR VALUATION. ENGINEERING FOR TILE ROOFS OVER ENGINEERED TRUSSES
19	SERVICE CHANGE-OUTS	NO	NO	
20	SEWER / WATER LINE REPLACEMENTS	NO	NO	
21	SOLAR PANELS	YES	YES	STRUCTURAL CALCS. (POSSIBLY)
22	SPAS, PORTABLE (Interior/Exterior)	NO	YES (EXTERIOR)	MF-IR
23	T.P.P (Temp. Power Pole)	NO	NO	ON SAME STREET - MAX OF 3 T.P.P PER PERMIT
24	TERMITE REPORT	SEE NOTE	SEE NOTE	TERMITE REPORT CONSTITUTES THE REQUIRED PLANS INCLUDING PLOT PLAN.
25	WALLS (add/modify)	YES	NO	STRUCTURAL CALCS. (POSSIBLY)
26	WATER HEATERS (New)	YES	YES	CF-1R & MF-IR (CF-6R AT TIME OF INSTALLATION)
27	WATER HEATERS CHANGE-OUTS	NO	NO	MF-1R & CF-1R; IF INCREASE SIZE OF W/H (BTU INPUT) PROVIDE GAS LINE ISOMETRIC (CF-6R AT TIME OF INSTALLATION).
28	WHOLE HOUSE FANS/EXHAUST FANS	YES, IF WHOLE HOUSE FAN	NO	SCOPE OF WORK
29	WINDOW REPLACEMENT (larger or smaller)	YES	NO	WINDOW SILL HEIGHT UPGRADE/ MF-1R; CF-1R. FLOOR PLAN WITH DIMENSIONS AND WINDOW SCHEDULE.
30	WINDOWS/DOORS (New) PERHAPS INCLUDE DELETION OF EXISTING	YES	YES	WINDOW SILL HEIGHT UPGRADE/ MF-1R; CF-1R. FLOOR PLAN WITH DIMENSIONS AND WINDOW SCHEDULE. PERHAPS ENGINEERING DUE TO DELETION OF SHEAR WALLS OR BRACED WALL PANELS.

NOTE: ¹Signed contract or affidavit may be required to establish valuation of project.