



# County of Yuba Community Development & Services Agency

Building Department  
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(530) 749-5440  
[www.co.yuba.ca.us](http://www.co.yuba.ca.us)

## MASTER PLAN PROGRAM

### Purpose

To provide a more expedient permit processing service to the developer/contractor when proposing to build single family dwellings, half-plexes, townhouses and duplex structures of which the developer/contractor intends to construct at least three units from the same plan. The intent of this program is to save both the developer/contractor and the County time when processing permit applications.

### Master Plan Requirements

Plan Submittals will be assigned a unique "Master Plan" number and shall consist of the following:

- Two complete sets of plans drawn to scale (minimum 24" x 36" sheet size).
- Two additional sets of plans (minimum 11" x 17" sheet size) must be submitted prior to final plan approval.
- A plan check fee will be assessed and collected at the time of submittal for each model / floor plan.

A "complete set of plans" consists of the following items:

#### A. *Cover sheet with the following:*

- Project name and address.
- Design professional's name, title, address, and phone number.
- Occupancy groups and type of construction.
- Current applicable codes.
- Square footage breakdowns of the dwelling, garage, porches/patios, and decks (including options).
- Index of drawings.
- Vicinity map, location, and north directional arrow.
- Stamp and wet signatures of the design professionals (if applicable).
- Subdivision name.

B. *Foundation Plan.* Indicate if the foundation type is a slab on grade or a raised wood floor. Provide dimensioned details complying with the soil report, if applicable. Accurately locate all interior, exterior, and isolated footings. Identify the type and location of any required hold-downs and hardware. Note the size and spacing of all floor-framing members and provide under-floor ventilation calculations, if applicable.

C. *Floor Plan.* Indicate room usages; window/door type and sizes; show locations of all heating and mechanical equipment; show firewall details; provide reference symbols to section details; identify the attic access location.

D. **Roof Plan.** Indicate roof pitch and roofing material type.

- **For conventional framing:** show grade, size, and spacing of all framing members. Show the bearing points and framing sizes of all purlins and struts.
- **For trussed roof frames:** provide truss calculations, truss layout and drag/collector truss locations including the required loading, cross-referencing the roof plan.
- Provide attic ventilation calculations.

E. **Building Elevations.** Clearly identify each exterior elevation; specify exterior features and finishes; indicate building heights and chimney termination point. Show doors/ windows.

F. **Electrical Plan.** Indicate the service size and its location; identify the size and location of the service-grounding electrode (ufer); provide a receptacle and lighting layout, show location and wiring of smoke detectors and carbon monoxide detectors. The electrical plan may be incorporated within the floor plan.

G. **Green Building Standards Plan.** To be designed to include the green building measures specified as mandatory in the application check list contained in the Green Building Code.

H. **Plumbing/Mechanical.** Show location of all the mechanical equipment. If a duct design is used as part of the energy compliance methods, provide a duct layout and design calculations. Locate hose bibs, water heater, and all plumbing fixtures. Indicate if an HERS testing is required as part of the energy compliance.

I. **Cross Sections.** Provide for all split, multistory, half-plex, duplex, and townhouse structures.

J. **Engineering.** Required on all structural elements that do not comply with the conventional construction provisions of section R301 California Residential Code. Designed plan sheets need to be wet stamped and signed by the design professional.

K. **Title 24 Energy Calculations.** Two copies of the energy calculations showing compliance with the 2013 energy efficiency standards.

L. **Structural Detail Sheets.** Directional reference symbols reflecting where on the plan sheets that each applicable detail applies. All non-applicable details shall be removed or crossed out.

M. **Soil Report.** The soil report (when required) needs to be prepared by a licensed soil engineer and reflect the subdivision name as well as a vicinity map and boring map.

N. **Fire Sprinkler plans.** Show location of water supply to the building, riser location, alarm bell location, sprinkler head location, and specify all pipe sizes.

### • Options

Options are permitted as long as they do not incorporate structural modifications, square footage changes of conditioned space, or any other variations as determined by the Building Department. All plans that have room options that would change livable square footage will be a separate plan submittal. If garage options and covered porch options are indicated then all permits fees will reflect the largest option available. Acceptable options may include the following if there is no additional square footage created:

- Interior non-bearing wall variations
- Elevations
- Super Family Room
- Bedroom / Den /Office

### • *Revisions and Updates*

Revisions & plan changes are strongly discouraged and cannot be approved or reviewed by the inspector in the field. Revisions and changes that are lot specific will be handled in the office by a plan check staff member. An appointment must be scheduled with a plan checker prior to submittal of plan changes and revisions. Revisions & plan changes that will affect the entire subdivision such as a shearwall or holddown change will require a master plan, plan change. Inspections will NOT commence until the plan changes are approved by the Building Inspection Department, which may result in delays of up to 4 weeks. Fees for plan review will be based on an hourly rate of \$147.00 per hour.

Yuba County enforces the California Building Standards Code. Approximately every three years, there is a code change. At that time, the developer/ contractor will be required to update all master plans to comply with the new model codes. The plans will receive a complete plan review as if it were a new submittal. New permits cannot be issued until the master plans have been approved to the new model codes.

### • *Duplicate or Lost Plans*

If the developer/contractor's approved master plan has been destroyed, lost, or an approved copy is needed, a duplicate plan must be obtained as follows:

- Submit a complete set of plans per the submittal requirements listed above.
- A plan review fee of \$147.00 per hour will be charged for the review.
- The plan reviewer will compare plan sets and documents and transfer all notes, comments, etc. to the replacement plan set.

### • *Transfer Plans*

Master plans cannot be bought, traded, or transferred from one developer/contractor or jurisdiction to another. Master plans may be transferred by the developer/contractor to other subdivisions with applicable letters and approvals by the project engineer, architect, soils engineer & Building Department.

## **Production Phase Permit Requirements**

### • *Lot Specific Applications*

Submittals will not be accepted without a **Recorded Sub-Division Map**.

Submittals shall consist of the following

- Three copies of the plot plan 8 1/2" x 11" minimum. Plot plan must include the master plan number and show front setback measurement from back of curb
- Three copies of the floor plan sheet(s) (11"x17") identifying the master plan number.
- \*Permit Processing fee per lot of \$551.25
- \*Planning review fee per lot of \$147.00
- \*Public Works review fee per lot of \$36.75

\*\$735.00 per lot may be included on one check made payable to CDSA (Community Development & Services Agency).

No more than 10 lots to be submitted at a time.

### • *Application Processing and Routing*

Building Department staff will process and route permit applications to applicable departments and outside agencies for review. The applicant will be responsible for contacting the applicable utility district and school district to arrange payment and permit clearances.

Processing time may vary depending on the number of clearances required by each separate department and the number of permit applications submitted. Once the fee total has been prepaid, please allow two additional days to complete processing the applications and issue the permits. Please contact our office for general inquiries. Specific questions regarding clearances should be directed to those departments. The following departments / agencies may be applicable to your project depending on the location within the county:

- **Planning Department** - 915 8th St., Suite 123, Marysville (530) 749-5470
- **Public Works Department** - 915 8th St., Suite 123, Marysville (530) 749-5420
- **Environmental Health Department** - 915 8th St., Suite 123, Marysville (530) 749-5450
- **Feather River Air Quality Management District** - 1007 Live Oak Blvd., Yuba City (530) 634-7659
- **Marysville Joint Unified School District** - 1919 B St., Marysville (530) 749-6114
- **Plumas School District** - 2743 Plumas-Arboga Rd., Marysville (530) 743-4428
- **Wheatland Union High School District** - 1010 Wheatland Rd., Wheatland (530) 633-3100
- **Linda County Water** - 1280 Scales Ave., Marysville (530) 743-2043
- **OPUD** - 1970 9th Ave., Olivehurst (530) 743-4657

## Permit Applications

Permit applications expire 180 days after the date of submittal. An extension of another 180 days may be granted if a written request is submitted to the Chief Building Official for consideration.

## Plan Changes

Any changes the developer/contractor wishes to make to the approved plans (other than increased square footages) are permitted. Fees are based on an hourly rate of \$147.00 per hour for plan review and update our files. The plan change will be processed on a "time available" basis and may take up to 3 weeks.

Plans shall consist of the following:

- Two sets of affected plan sheets (full size and mini size) and calcs, if applicable, with delta revision date.
- Letter from the architect / engineer of record identifying the changes and their locations within the plan sheets.

## **Other Items**

### **• *Temporary Sales Office Trailer***

Plans shall consist of the following:

- Two sets of Site / Plot plan drawn to scale showing the utility locations, site address, parcel number, parking and accessible parking with path of travel to primary entrance/s stamped & signed by a California registered Engineer or Architect.
- Two sets of Commercial Coach floor plans drawn ¼" scale showing the room usages, square footage, occupancy classification, type of construction, rest rooms, door/window sizes and types stamped & signed by a California registered Engineer or Architect.
- Two sets CA State Approved Foundation plans or Engineered foundation plan/s and calculations from a California registered Engineer or Architect
- Two sets accessible handicap ramp plans and parking space details showing compliance CBC Chapter 11B stamped & signed by a California registered Engineer or Architect

### **• *Model Home Sales Office***

Developments wishing to temporarily convert the model home garages to sales offices may do so under a separate tenant improvement permit. The model home permit and the garage office (T.I.) permit will not be finalized until the sales office is removed and converted back to the garage.

Plans shall be two sets of 36" x 48" plans, drawn to scale and dimensioned:

- Site/plot plan drawn to scale showing the utility locations, site address, parcel number, parking and accessible parking with path of travel to primary entrance/s stamped & signed by a California registered Engineer or Architect.
- Floor plan drawn ¼" scale showing the room usages, site Address, designer, square footage, occupancy classification, type of construction, building elevations, electrical layout, accessible rest rooms, door/window sizes and types stamped & signed by a California registered Engineer or Architect.
- Accessible detail sheet/s showing compliance CBC Chapter 11B stamped & signed by a California registered Engineer or Architect.

Note: accessible portable restroom facilities are not permitted as per California Code of Regulations Title 24, Part 5 (California Plumbing Code) section 713.5.

### **• *Temporary Construction Trailers***

Temporary construction trailers or "job shacks" are permitted within Yuba County once a permit is issued for the primary project or subdivision. Since construction trailers are typically moved to various locations within a development or construction site during the course of construction, only one permit per trailer will be issued and that permit will follow the trailer. Plans or specifications are not required. Temp power may be provided.