



CITY OF NEWPORT BEACH

COMMUNITY DEVELOPMENT DEPARTMENT BUILDING DIVISION

100 Civic Center Drive | P.O. Box 1768 | Newport Beach, CA 92658-8915
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REQUIREMENTS FOR SUBMITTAL FOR RESIDENTIAL ADDITIONS AND NEW CONSTRUCTION

Four sets of identical blueprints, with the following information:

General

1. Address of project
2. Name, address, phone number of individual who prepared plans on each sheet
3. Site plan showing size of property, property lines and dimensions, all buildings on the lot, property lines, front/rear/side yard setbacks (required, existing and proposed), sidewalks, easements, and projections into setbacks, such as eaves, stairs, fireplace, etc.
4. Elevation of all sides, or of sides where changes are proposed
5. For major remodels or new construction, complete topographic survey stamped by a California licensed surveyor including elevations, bearings, distances, dimensions, monuments, lot corners, etc.
6. Fully dimensioned floor plans showing uses of all rooms including garages, and all doors and windows

Building

1. Foundation plans showing the foundation, framing, plans and sections
2. Conformance with State Energy Law
3. For soil report requirements, see City of Newport Beach Policy for Geotechnical Investigation CBC 1803.5:
<http://www.newportbeachca.gov/Modules/ShowDocument.aspx?documentid=18172>

Fire

1. Fuel modification plan, if in Special Fire Protection Area
2. Two copies of sprinkler cut sheets/calculations if applicable

Planning

1. Existing and proposed number of units
2. Buildable area of the site per NBMC 20.03.030, and calculations
3. Maximum allowable, existing, and total proposed floor area. If the project is within 10% of the maximum allowable floor area, a tissue overlay showing area dimensions and calculations must be submitted
4. Open space required and provided (if applicable)
5. Lot coverage (if applicable)
6. For projects with construction within 1 foot of setback line, complete boundary survey wet-stamped and signed by a California licensed surveyor including bearings, distances, dimensions, monuments, lot corners, etc.

7. Parking spaces required and provided
8. Roof plan showing property lines; worst case natural grade point below -- and elevation of -- roof ridges, midpoints and flat elements (deck finished floor heights, deck rail heights, top of roof top equipment, etc.). If "imaginary" roof projections are being used, the projection must be shown and the midpoint elevation must be labeled. Plan Checker may require that the topographic information and roof plan be shown on one plan sheet
9. List of any current discretionary approvals received for the project (i.e., Use Permit, Development Plan Review, Coastal Development Permit, etc.)
10. Any construction permitted by a Modification Permit labeled and clouded, and Modification Permit Approval Letter incorporate into the drawings.

Public Works

The following information, with appropriate dimensions and spatial relationships to the project:

1. Street or alley centerlines and R/W lines
2. Adjacent curb, sidewalk, and street trees
3. Street improvements such as catch basins, fire hydrants, vaults, pullboxes, vents, streetlights
4. Landscaping when adjacent to driveways, roadways, and alleys
5. Adjacent improvements that may affect design including driveways, entry walkways, and sidewalks