



CITY OF DIXON  
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## Pre-Approved ADU Master Plan Checklist

Use this checklist when submitting ADU plans for pre-approval and to be included with the city Pre Approved ADU program

This submittal checklist is intended for qualified professionals applying for pre-approval of ADU master plans only (does not include site specific drawings). Title block shall leave all project specific information blank.

Sheets shall include:

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### Cover Sheet:

- Pre-approved Detached ADU plan type or model number
- Title Block:
- ADU Plan Type
- Designer Contact Information
- Designer/Architect Professional Stamp, as applicable, and signature
- City assigned application number and space for approval stamp
- Project Data to include square footage for floor area, height, construction type, etc.
- Statement: All construction regardless of the details on the plans shall comply with the following California Codes: 2022 Building Code, 2022 Residential Code, 2022 Plumbing Code, 2022 Mechanical Code, 2022 Electrical Code, 2022 Fire Code, 2022 Energy Code and 2022 Cal Green Building Code
- Sheet Index
- Project contacts/directory listing

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### Architectural

- Floor plan
- Reflected ceiling plan
- Roof plan
- Exterior elevations
- Building cross sections

- Door and window schedule

- Typical details and notes

☐ **Structural**

- Foundation plan
- Floor and ceiling framing plans
- Roof framing plan
- Prefabricated roof truss shop drawings
- Details and notes, including but not limited to structural calculations.

- ☐ **Other details:** Provide details for any special features related to the structure and/or floor plan (e.g. stairs, graspable handrails, guardrails, roof ventilation, underfloor ventilation, attic access, underfloor access, fireplaces, spark arrestor at new or existing chimneys, and sound transmission control between residential units)

- ☐ Note standard 13D water pressure and line system should be considered to allow the structure to accommodate fire sprinklers, when required on site or if primary dwelling is equipped with sprinklers.

- ☐ Utility Plans (mechanical, electrical, plumbing)

- ☐ Electrical panel schedule and electrical load calculations as required

- ☐ Gas Line diagram and gas load calculations

- ☐ Title 24/Energy Compliance: Provide required Title 24 documentation CF1R for low rise residential as applicable and print on plans.

- ☐ Cal Green Building Compliance: Checklist on full size drawing sheet

- ☐ Structural Calculations, as required.

- ☐ Fire Resistive Construction Details (optional) per CRC R302 – ASTM E119, UL 263 or CBC 703.2.2

- ☐ If any of the above are not being supplied, please explain why:

**Informational notes:**

1. This checklist is not all inclusive. Upon review, additional information may be required.
2. All drawings and calculations must be signed by person who prepared them as required by the California Business and Professions Code.
3. Preapproval of an ADU Master Plan expires at the end of the building code edition cycle.
4. If the application or plans are incomplete when submitted, the application will be considered incomplete. The 60-day review period will not begin until a complete application is received.
5. Modular homes are subject to HCD requirements and the city will enforce code requirements as they apply to PV, stairs, foundation type, decks, porches, and other permanent site elements as they relate to the installation of the pre-fabricated dwelling.