



CITY OF DIXON
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Pre-Approved ADU Site Specific Checklist

Use this checklist when applying for a new detached ADU permit using a pre-approved plan

This submittal checklist is intended for applicants who wish use a pre-approved, detached ADU plan available on the City of Dixon's website.

Sheets shall include:

☐ Cover Sheet:

- Name of the owner(s) and contact information
- Project address
- Assessor's parcel number (APN)
- Zoning
- Sheet index
- Design professional directory with contact information
- Deferred submittals (fire sprinklers, solar, etc., if applicable)
- City assigned pre-approved ADU plan number or name
- Hazard zone designation if applicable: Wildland Urban Interface (WUI) Zone, Flood Zone. Dixon currently does not contain any of these by we to suggest as the State Fire Marshal may revise in the future.
- Primary Dwelling sprinklered or not.
- Statement: "all construction regardless of the details on the plans shall comply with the following California Code Standards: 2022 Building Code, 2022 Residential Code, 2022 Fire Code, 2022 Plumbing Code, 2022 Mechanical Code, 2022 Electrical Code, 2022 Building Energy and 2022 Cal Green Building Code."

☐ Site Plan:

- Project data table
 - Lot coverage (existing and proposed)
 - Floor area (existing and proposed) includes living space and non living space
- Required setbacks – **Fire resistive construction may be required** (See note 5)
- Dimensioned property lines and easements on the entire site. Need to include setbacks (existing and new) to all structures and property lines at the site.
- Building footprints of all structures (existing and proposed)
- Grading, direction and daylight of drainage, streets, driveways, off-street parking (for

both the primary residence and the ADU, if required)

- Utility locations including size and type
- Erosion control measures
- Proposed landscaping or tree removals
- Proposed retaining walls (under separate permit)
- Other site-specific details (e.g., access to the ADU, stairs, handrails, guardrails, decks, or other site-related information such as built in pools, spas, etc.)

☐ **Vicinity Map:**

Show all adjacent properties, structures, and nearby streets around the project site

If applicable, show transit stops located within one-half mile walking distance from the project site

☐ **Pre-approved ADU Construction Set** (See ADU Master Plan Submittal Checklist)

☐ **Energy Analysis – Title 24 package**

☐ **Geotechnical soils report** if required, with a professional stamp and signature

☐ **Information on finished floor elevation**, elevation certificate may be required

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. If one or more required items are not submitted, the application will be considered incomplete and will not be accepted.
3. The property information shall indicate if the existing residence has sprinkler system or not. The ADU shall be required to be equipped with fire sprinklers if the existing residence is sprinklered. Fire sprinkler drawings shall be submitted by the contractor directly to the Fire Department and are not to be included with the building permit submittals.
4. EV charger capability may be required (site specific), to be determined during plan review.
5. Fire resistive construction (or an NFPA 13D sprinkler system) is required if the proposed ADU exterior wall is less than 5 feet from a property line and/or less than 10 feet to the exterior wall of the primary dwelling. Fire Resistive Construction Details will be required per CRC R302 – ASTM E119, UL 263 or CBC 703.2.2