

SECTION 4.3 – RESIDENTIAL SUBMITTAL DOCUMENTATION

1. NEW SINGLE FAMILY DWELLINGS (Master Plans)
 - 1.1 1 copy City of Hanford Building Permit Application form with the Applicant portion completely filled out as applicable.
 - 1.2 1 copy 8 ½ “ x 11” or larger floor plan for the County Assessor. This plan shall be legible, fully dimensioned, and all rooms labeled.
 - 1.3 2 copies Site Plan of the specific building site. This should also specify the floor plan to be built and any/all options.
2. NEW SINGLE FAMILY DWELLINGS (Custom Plans)
 - 2.1 1 copy City of Hanford Building Permit Application form with the Applicant portion completely filled out as applicable.
 - 2.2 1 complete set of drawings for the County Assessor
 - 2.3 2 complete sets of Drawings and Documentation including:
 - 2.3.1 Site Plan
 - 2.3.2 Grading Plan (required for all infill lots)
 - 2.3.3 Landscaping Plan (separate submittal, can be deferred)
 - 2.3.4 Fire Sprinkler Plan (separate submittal, can be deferred)
 - 2.3.5 Floor Plan
 - 2.3.6 Foundation Plan
 - 2.3.7 Exterior Elevations
 - 2.3.8 Floor and/or Roof Framing Plan
 - 2.3.9 Electrical, Mechanical, and Plumbing Plan
 - 2.3.10 Adequate Details to explain the construction methods
 - 2.3.11 Truss calculations with Truss Layout Plan
 - 2.3.12 Energy Calculations (must be printed on the drawings)
 - 2.3.13 Plumbing pipe sizing (water, sewer, gas)
 - 2.3.14 HVAC Sizing Calculations, including duct sizing on the plans
 - 2.3.15 Structural Calculations as required (wet stamped and signed by the E.O.R.)
3. RESIDENTIAL ALTERATIONS/ADDITIONS/GARAGE/SHED
 - 3.1 1 copy City of Hanford Building Permit Application form with the Applicant portion completely filled out as applicable.
 - 3.2 1 complete set of drawings for the County Assessor.
 - 3.3 2 complete sets of Drawings and Documentation including:
 - 3.3.1 Site Plan(show all existing structures and area of new work)
 - 3.3.2 Floor Plan
 - 3.3.3 Foundation Plan, if required
 - 3.3.4 Exterior Elevations, required for an addition to an existing building
 - 3.3.5 Floor and/or Roof Framing Plan
 - 3.3.6 Electrical, Mechanical, and Plumbing plans as required

- 3.3.7 Adequate Details to explain the construction methods
 - 3.3.8 Truss Calculations with Truss Layout Plan, if required
 - 3.3.9 Energy Calculations (must be printed on plans)
 - 3.3.10 HVAC Duct Sizing Calculations(when installed)
 - 3.3.11 Structural Calculations as required for Foundations, Beams, Posts, Headers, Shear, etc.
4. SWIMMING POOLS
- 4.1 1 copy City of Hanford Building Permit Application form with the Applicant portion completely filled out as applicable.
 - 4.2 1 complete set of Drawings for County Assessor.
 - 4.3 2 complete sets of Drawings and Documentation including:
 - 4.3.1 Site Plan
 - 4.3.2 Structural Plans (wet signed)
 - 4.3.3 Pool Equipment Information
 - 4.3.4 Energy Forms
 - 4.3.5 Dive envelope for diving boards, rocks or slides
 - 4.3.6 Safety requirements
5. RE-ROOFS
- 5.1 1 copy City of Hanford Building Permit Application form with the Applicant portion completely filled out.
 - 5.2 2 complete sets of Drawings and Documentation including:
 - 5.2.1 Roof layout including vents
 - 5.2.2 Description of the work and type of materials to be installed.
 - 5.2.3 Energy Forms
 - 5.2.4 Attic ventilation worksheet
6. PATIO COVERS/CARPORTS
- 6.1 1 copy City of Hanford Building Permit Application form with the Applicant portion completely filled out.
 - 6.2 3 complete sets of Drawings and Documentation including:
 - 6.2.1 Site Plan
 - 6.2.2 Floor Plan
 - 6.2.3 Elevation and Details
 - 6.2.4 Structural Calculations, if required by design. They must be wet signed.
 - 6.3 The Building Division has a standard "Patio Construction" drawing which is available for your use. It must be followed exactly to be used.

7. LANDSCAPE

- 7.1 1 copy City of Hanford Building Permit Application form with the Applicant portion completely filled out.
- 7.2 2 complete sets of Drawings and Documentation including:
 - 7.2.1 Site Plan
 - 7.2.2 Landscape area specific plan
 - 7.2.3 Water use Calculations
 - 7.2.4 Irrigation pipe/sprinkler head layout
 - 7.2.5 MWELO Compliance worksheet

8. SOLAR

- 8.1 1 copy City of Hanford Building Permit Application form with the Applicant portion completely filled out.
- 8.2 3 complete sets of Drawings and Documentation including:
 - 8.2.1 Site Plan
 - 8.2.2 Most Current California Solar Toolkit or
 - 8.2.3 Module layout showing percent of roof coverage with access aisles
 - 8.2.4 Single line drawing
 - 8.2.5 Fault study (if applicable)
 - 8.2.6 Manufacturers cut sheets for all components
 - 8.2.7 Engineering if the roof structure is not pre-manufactured trusses

Allow 30 working days for the first Plan Check comments to be generated. Once plan check comments have been addressed and resubmitted, by the applicant, the final review will be completed and you will be contacted when the Building Permit is ready to pick up. Plans will be reviewed in the order received. A Building Division Plan Check fee will be due at time of submittal.

(END OF SECTION 4.3)

USEFULL TELEPHONE NUMBERS

Building Division	(559) 585-2581
Planning Division	(559) 585-2580
Fire Department	(559) 585-2545
Engineering/Public Works	(559) 585-2550