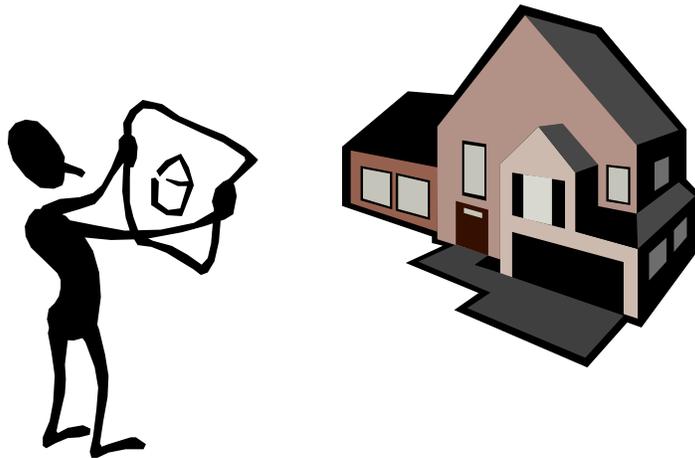


Application Packet

for

Single Family Residence



City of Paso Robles
BUILDING DIVISION
1000 Spring Street
Paso Robles, CA 93446

Phone: (805) 237-3850

Fax: (805) 238-4704



CITY OF EL PASO DE ROBLES

"The Pass of the Oaks"

Effective immediately a submittal fee will be required on all Building and Engineering permit applications submitted to the Community Development Department:

Construction Type	Amount
Com/Ind/Hotel New	Based on Sq. Ft.
Com/Ind/Hotel Remodel, Addition, Sign	\$220.00
Demolition	\$110.00
Grading	\$172.00
Mechanical/Plumbing/Electrical	\$110.00
Residential New	\$2,000.00
Residential New, Site Plan Only (Based on Stock Plans)	\$1,000.00
Residential Remodel, Addition, Patio Covers, Garages, Re-Roof	\$220.00
Swimming Pool, Spa	\$220.00

TO: CONTRACTORS, INDIVIDUALS SUBMITTING FOR BUILDING PERMIT FOR A SINGLE FAMILY RESIDENCE

FROM: CITY OF PASO ROBLES BUILDING DIVISION

Effective January 1, 2008 building plan check submittals for single family residential construction shall not be accepted or processed unless the following items are provided at the time of submittal:

- **Three (3)** sets of building plans. **(FOLDED)**
- **One (1)** additional copy of the floor plan, with dimensions (for County Assessors)

- **Plot/Grading Plans**
 - In addition to the building plans, **THREE (3)** separate 24" x 36" plot/site plans shall be included (see attached sample).
 - An excavation or fill exceeding those amounts allowed under the Paso Robles Municipal Code, Section 20.04.040 shall provide **three (3) copies of a grading plan prepared by a Civil Engineer.**

- **Two (2)** sets of truss calculations.
- **Two (2)** sets of energy calculations.
- **Two (2)** copies of soils report with soil classification, expansive index, *foundation recommendation*, and design bearing capacity meeting those requirements of section 1804.3 UBC.
- **Two (2)** sets of structural calculations by a licensed Architect or Engineer.
- If City sewerage disposal system is not available, **three (3)** copies of percolation test and septic system design.
- **Submit** a complete building application with consent of landowner form.
- *A non-refundable plan check fee, for the full estimated cost of plan check services, is required at the time of package submittal.*

INCOMPLETE SUBMITTAL WILL NOT BE ACCEPTED. ALL APPLICABLE INFORMATION MUST BE INCLUDED AT TIME OF PLAN REVIEW SUBMITTAL.

Please make sure that your contractor has a copy of his current workers' compensation insurance filed with the Building Division. If owner/builder, complete the owner/builder verification form with a complete list of all sub-contractors and their state license number. A building permit **cannot** be issued until all this information is submitted. All general contractors and/or sub-contractors are required to have a current city license to work in the City of Paso Robles.

Effective January 3, 2006, all plan review and permit issuance for Underground Fire Lines, Fire Sprinkler Systems, Fire Alarm Systems, and Hood Systems will occur at the Department of Emergency Services, 900 Park Street, Paso Robles, California, 805-227-7560.

Note! The installation of curb, gutter, sidewalk, street and alley paving will be required for any project for which the valuation exceeds \$25,000.00. The amount of improvements required shall be equal to 25% of the project value as determined using Building Standards Publications. Should you have any questions if this applies to your project, please contact the City Engineer at (805) 237-3860. (Update April 2007)

EXCAVATION AND GRADING:

DEFINITIONS:

- A. PLOT PLAN (Site Plan); Required when construction is to be placed on a previously graded subdivision lot, already approved by the Engineering Department. The plan should accurately depict placement of construction, showing how it interfaces with the site. Show lot corners, elevations, finished pad heights, oak trees, if any, including their dripline, drainage patterns and drainage facilities, etc..
- B. DRAINAGE PLAN; Required when site is not improved, but earthwork to be done does not require a grading permit per Appendix Chapter 33 of the Uniform Building Code. The plan should contain the same basic information as a plot plan (as defined above) with the exception that it will incorporate references to existing and proposed elevations and final disposition of drainage patterns.
- C. GRADING PLAN; Required on all Commercial. Industrial projects, hillside lots (as defined below), and any project requiring a grading permit per Appendix Chapter 33 of the Uniform Building Code. All grading plans shall be prepared by a Civil Engineer or Architect licensed to practice in the State of California.
- D. ADDENDUM OR "AS BUILT" PLANS; Required for submittal and review when deviation from the originally "approved" plans has occurred. Projects cannot receive "final" inspection until plans have been reviewed and approved by the City Engineer.
- E. HILLSIDE; Hillside development (slopes in excess of 15%) require an accurate topographical map and grading plan prepared by a registered Civil Engineer, clearly showing the entire area on which development is to occur, using an appropriate scale and contour interval. This map shall also locate and identify all existing oak trees six inches or greater in diameter at a point three feet from grade. Additionally, plans shall provide grading cross sections, construction cross sections, driveway and turn-a-round profiles, erosion control information, etc..
- F. PERMIT APPLICATION REQUIRED FOR OAK TREE TRIMMING/REMOVAL; Permits are required to be secured from the City Engineer to remove oak trees 3" to 6" in diameter. The removal of trees and/or trimming of limbs larger than 6" require approval by City Council.



CITY OF EL PASO DE ROBLES

"The Pass of the Oaks"

CITY OF PASO ROBLES STANDARD PLAN SUBMITTAL REQUIREMENTS:

New Single-Family

All plans and applications shall include an accurate description of the entire scope of work. Plans must be legible blue prints or copies (no ink) fully dimensioned and drawn to scale (minimum 1/8" scale, 1/4" recommended). General Notes and details which do not apply to the proposed construction project shall not be included on the plans. All plans submitted must be signed by the person responsible for their preparation. When required, plans must be wet stamped and signed by a licensed architect or engineer registered in the State of California.

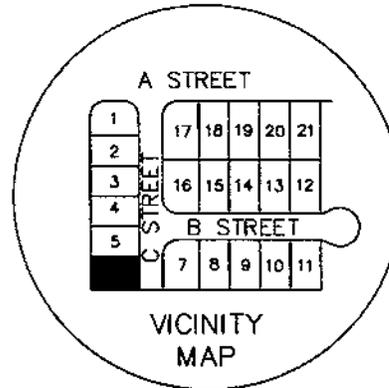
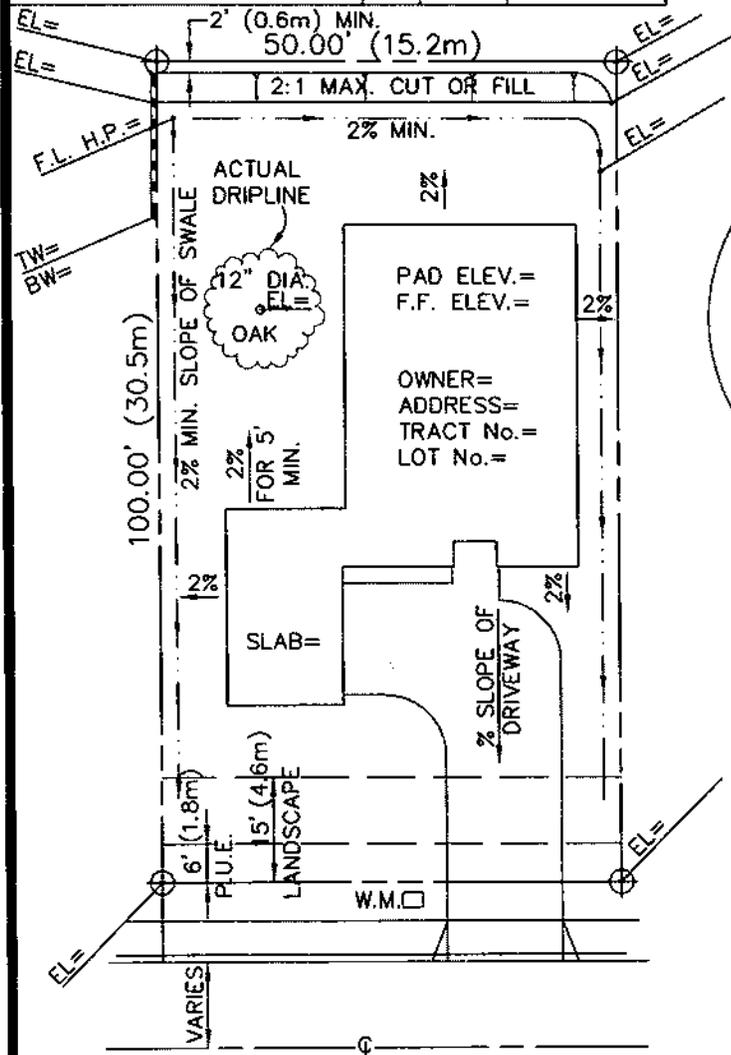
1. A minimum of three (3) sets of building plans folded if less than 20 sheets. Larger plans may be rolled.
2. One (1) additional copy of the floor plan, with dimensions for County Assessors Office. Include the address and Assessors Parcel Number on this sheet.
3. In addition to the site plans attached to the building plans, three (3) separate 24" X 36" site plans shall be submitted for review by the Engineering Division. Separate grading permit with plans prepared by a Civil Engineer may be required per City of Paso Robles Municipal Code Section 20.04.040.
4. Two (2) sets of Truss Calculations.
5. Two (2) sets of Energy Calculations.
6. Two (2) copies of Soils Report per Section 1802.6 CBC to include but not limited to Soils Classification, Expansive Soils, Bearing Capacity and recommendations for mitigation of soils conditions.
7. Two (2) sets of Structural Calculations by a Licensed Architect or Engineer.
8. Plans must contain the following sheets.
 - Title Sheet (can also include site plan) with the following information:
 1. Project address and street name, APN, Tract, Lot number.
 2. Name, address, and telephone numbers of the owner and plan preparer.
 3. All property lines, easements and setbacks to all structures. Provide a north arrow.
 4. Building footprint with all dimensions for architectural projections, eaves, balconies, bay windows, etc. Show all walks, driveways, patios, decking, trees and driveways.
 5. Grade elevations at property corners, driveways, building corners, finish elevations of garage and house floors.
 6. Sheet index and identification of sheets.
 7. Slope of grades, retaining walls, top or toe of slopes.

- Floor Plan for each floor or level, fully dimensioned:
 1. Every room shall be identified as to use.
 2. Location size of all doors, windows and stairs if applicable.
 3. Location and identification of all appliances/fixtures.
- Foundation Plan fully dimensioned:
 1. Show all footing widths, depths, reinforcement, location and identification of all holdowns and shear walls, details and soils requirements.
- Floor Framing Plan (if applicable) fully dimensioned:
 1. Show all floor joist or TJI size and spacing, beams, girders or headers supporting floor members. Under floor clearances and ventilation requirements.
- Roof Framing Plan fully dimensioned:
 1. Show all roof rafter size and spacing or trusses. All trusses must be identified per truss calculation package.
 2. Show roof sheeting type and span. Identify nailing requirements.
 3. Show all required mechanical connectors such as drag ties, clips etc.
 4. Show location and type of shear walls. Provide details for load path of from roof to foundation.
- Sections fully dimensioned:
 1. Identify sections for location at floor plan.
 2. Provide all detail identification.
 3. Show room heights.
- Elevation Plan fully dimensioned:
 1. Provide at minimum all four elevation orientation. Additional elevations may be required for clarity.
 2. Identify roof materials and pitch.
 3. Identify all exterior wall features such as window size, door size and architectural features.
- Provide complete Plumbing, Electrical and Mechanical Plans in sufficient detail for code compliance. Provide all notes necessary for plan review and construction.
- Provide complete Detail Plans with correct identification of location.
- Energy Compliance Sheet (also referred to as T-24) with required CF-1R and MF-1R, WS-5R from Energy Calculation work sheets.

This is not a comprehensive plan review list and should not be construed to provide all necessary information needed for a complete plan review. This is intended for formatting of proposed plans to assist in developing basic plan design.

REVISIONS			
DESCRIPTIONS	BY	DATE	APPROVED

NOTE: SETBACKS PER PLANNING DIVISION



STANDARD NOTES

1. DRAINAGE SHALL BE 2% AWAY FROM FOUNDATION FOR A MINIMUM OF 5'
2. CU YD CUT _____
CU YD FILL _____
3. ALL GRADING AND DRAINAGE SHALL CONFORM TO CHAPTER 70 OF THE U.B.C.
4. WORK IN THE PUBLIC R/W REQUIRES AN "ENCROACHMENT PERMIT" FROM FROM THE ENGINEERING DIVISION.
5. SIDEYARD IMPROVEMENTS SHALL NOT OBSTRUCT DRAINAGE.
6. OVERALL DRAINAGE SHALL BE AT 2% SLOPE, 1% WITH PRIOR APPROVAL FROM THE CITY ENGINEER.
7. 2' MIN. SETBACK FROM P/L TO TOP OR TOE OF SLOPE.

PLOT PLAN REQUIREMENTS

1. THIS STANDARD IS TO BE USED FOR PAD GRADED LOTS OR LOTS WITH MINIMAL GRADING (THOSE EXEMPT FROM A GRADING PERMIT PER U.B.C. SEC. 7003, AND NOT CONSIDERED A "HILLSIDE LOT") ONLY. HILLSIDE LOTS (10% OR MORE) MUST BE 24"x36" FORMAT AND SIGNED BY A REGISTERED ENGINEER OR ARCHITECT.
2. FOR OTHER THAN PAD GRADED LOTS, EXISTING AND PROPOSED CONTOURS ARE REQUIRED.
3. SHOW ALL EASEMENTS.
4. INDICATE THE FOLLOWING: SCALE, NORTH ARROW, VICINITY MAP, CORNER ELEVATIONS, LOCATION OF C.G & S IN RELATION TO P/L AND C/L OF STREET, ALL SETBACKS (SEE R-1 ORD. FOR SETBACK REQUIREMENTS), SLOPE OF DRIVEWAY, PAD OR F.G. ELEVATION AT FOUNDATION, F.F. ELEVATION, HIGH POINT ELEVATION OF DRAINAGE SWALE, ELEVATION AT TOP AND BOTTOM OF SLOPES, DIMENSIONS OF THE LOT, DRAINAGE PATTERN AND SLOPE OF DRAINAGE, EXISTING CUT OR FILL SLOPES, AND TRACT, LOT NUMBERS, ADDRESS AND OWNER.
5. SHOW LOCATION AND DETAIL OF ALL PROPOSED RETAINING WALLS WITH ELEVATION AT TOP AND BOTTOM OF WALLS. WALLS OVER 4' IN HEIGHT MEASURED FROM THE BOTTOM OF THE FOOTING, AND WALLS SUPPORTING A SURCHARGE, ARE REQUIRED TO BE ENGINEERED.
6. ANY TWO STORY PORTION OF A STRUCTURE MUST BE A MIN. OF 10' FROM SIDE P/L.
7. SHOW EXACT LOCATION, DIAMETER, DRIPLINE, AND EXISTING ELEVATION AT BASE OF ALL OAK TREES. PLANS SHALL BE ACCOMPANIED BY A CERTIFICATE BY A REGISTERED CIVIL ENGINEER OR LAND SURVEYOR ATTESTING TO THE ACCURACY OF THE TREE TRUNK AND DRIPLINE LOCATIONS WHEN EXISTING OAK TREES ARE IMPACTED IN ANY WAY BY CONSTRUCTION.
8. OFF-SITE PUBLIC IMPROVEMENTS (CURB, GUTTER, SIDEWALK, PAVING) MAY BE REQUIRED BY THE CITY ENGINEER.

DRAWN BY:
C.A.C.
DESIGNED BY:
DATE:
4/18/94
FILE NAME:
PR-M-31.DWG

CITY OF PASO ROBLES
ENGINEERING DIVISION
STANDARD PLOT PLAN
FOR
SINGLE FAMILY PROJECTS

DRAWING NO.
M-3.1



Time Frame for Completion of the Plan Review Process

City of Paso Robles Building Division Phone (805) 237-3850 Fax (805) 238-4704

ATTENTION CONTRACTORS AND DEVELOPERS:

Effective December 14, 2000, quoted time frames for completion of the plan review process for Single Family Residence and Commercial/Industrial projects (excluding that time consumed by the contractor or developer for correction and/or amendment) shall be as follows:

Initial plan review (first plan check):

Forty-five (45) working days (this excludes weekends and holidays) will be required to complete the initial plan review process.

Second plan review (plans recheck):

Forty-five (45) working days (this excludes weekends and holidays) will be required to complete the second plan review (recheck).

Plan review for small permits:

Thirty (30) working days for initial plan review for all small permits which include; addition, remodel, tenant improvements, patio covers. Allow *twenty (20)* days to complete the second plan review (recheck).

- ** Please note that the time frames quoted above do not include that time period when plans are in the possession of the contractor, developer, drafts person, or architect for correction and/or amendment.
- ** Requests from individuals for priority plan review on initial submissions or rechecks will not be acknowledged. Plans shall be reviewed on a first come, first serve basis.
- ** The Building Division will neither quote nor be responsible for that time frame required by the City Engineering Division to process site drainage plans, or grading plans. Those time frames must be discussed with the City Engineer.

BUILDERS

Effective January 1, 1992, Senate Bill 493, codified as Revenue and Taxation Code Section 72(c), became effective. This law requires a copy of the floor plan, for use by the Tax Assessor, to be filed with the Building Division when the approved set of building plans are filed.

THE SAN LUIS OBISPO COUNTY ASSESSOR requires:

1. A legible copy of the floor plans of all new construction with all dimensions and angles, legible and clearly delineated.
2. The drawings may be any size from 8½" x 11" (smallest) to "E" size drawings (largest).
3. On plans for additions and remodels, the drawing should include where the additions attach to the existing building and any interior alterations that are being made.
4. The correct Assessor's Parcel Number or Situs Address shall be noted on the plans.

Your cooperation will allow the Assessor to do his job while reducing disturbances to you at the job site.

If you have any questions, contact the Building Division of the Community Development Department.



CITY OF EL P a s DE ROBLES
"The Pass of the Oaks"

February 26,2008

SUBJECT: Penalties for Work Performed Without Required Permits / Approvals

The City has recently experienced a growing number of instances where developers, contractors and/or property owners have undertaken grading, construction and related work without first obtaining the necessary City permits or approvals. The number and extent of these problems have made it necessary to discuss the penalties for work occurring without City permits I approvals.

At its February 20,2001 meeting, the Paso Robles City Council reviewed a report on the problem of work occurring without permits I approvals and directed City staff and the City Attorney to take steps to address these code violations through the use of criminal prosecution, as authorized by the City's Municipal Code.

Please note that under criminal prosecution, the maximum penalties for work being done without the required permits / approvals are fines of \$1,000 per day and/or 6 months imprisonment. These penalties have long been a part of the City's Municipal Code, and the purpose of this notice is to advise you that the City will be actively enforcing its provisions.

The City wishes to avoid criminally prosecuting any person doing work occurring without a required permit or approval. Therefore, your cooperation and understanding would be sincerely appreciated. In that context, you are encouraged to contact this office any time you have a question regarding whether or not a particular project or activity would require a City permit or City approval.

Please feel free to contact me should you have any questions or other information needs.

Sincerely,



Ronald Whisenand

Community Development Director

**INFORMATION PERTAINING TO APPLICATION FOR BUILDING PERMIT,
CITY OF PASO ROBLES**

*The following information should be filled out as completely as possible.
Failure to do so may impede the permit process*

PLEASE PRINT:

PROJECT ADDRESS: # _____ STREET _____ LOT _____ TRACT _____

OWNER (S): _____ PHONE: (____) _____

OWNER (S) ADDRESS: _____ E-MAIL: _____

TENANT (S): _____ PHONE: (____) _____

TENANT (S) ADDRESS: _____ E-MAIL: _____

AGENT FOR OWNER: _____ PHONE: (____) _____

AGENTS' ADDRESS: _____ E-MAIL: _____

ARCH./DRAFTSMAN: _____ PHONE: (____) _____

ARCH./DRAFTSMAN ADDRESS: _____ E-MAIL: _____

CONTRACTOR: _____ PHONE: (____) _____

ADDRESS: _____ E-MAIL: _____

CONTRACTORS' LICENSE NUMBER: _____ LICENSE CLASS: _____ EXPIRATION DATE: _____

PROJECT INFORMATION: SCOPE OF WORK: _____

VALUE OF PROJECT: \$ _____

PERMIT REQUESTED: BUILDING _____ DEMOLITION _____ MECHANICAL/PLUMBING/ELECTRICAL _____

SWIMMING POOL/SPA _____ SIGN _____

TOTAL SQUARE FEET OF BUILDING: _____ **GARAGE:** _____ **PATIO/DECK:** _____

SETBACKS: FRONT: _____ FT. SIDES: _____ FT. REAR: _____ FT.

NUMBER OF STORIES: _____ **NUMBER BEDROOMS:** _____ **NUMBER BATHROOMS:** _____

OCCUPANCY GROUP: _____

CONSTRUCTION TYPE: _____ I A, II A _____ IIIA, VA _____ II B, III B, IV, V B

APPLICATION # _____

PLEASE COMPLETE THE REVERSE SIDE

CONSTRUCTION MATERIALS:

FRAME:	FOUNDATION:	ROOF:	HEATING:	EXTERIOR WALL:
WOOD	WOOD	BUILT-UP	ELEC.	WOOD SIDING
METAL	CONCRETE	METAL	GAS FURN.	STUCCO
TIMBER	SLAB	COMP SHING.	GAS WALL	MASONRY VENEER
MASONRY	PIERS.CAISS	TILE	SOLAR	CONCRETE BLOCK
		OTHER		METAL

UTILITIES:

TYPE WATER HEATING: _____ FIREPLACE TYPE: _____

HVAC: _____ TYPE: GAS LPG ELEC. OTHER: _____

SIZE: _____ BTU

SEWERAGE DISPOSAL: CITY SEWER PRIVATE

RETAINING WALL INFORMATION:

LENGTH: _____ HEIGHT: _____ MATERIAL: _____

INDUSTRIAL WASTE:

Will your business have any wastewater discharge from any fixture or equipment other than a hand sink or bathroom fixtures? Yes or No

If Yes, what are they? _____



CITY OF EL PASO DE ROBLES

"The Pass of the Oaks"

CONSENT OF LANDOWNER FORM

Consent for Building Permit Type: _____

Project Address: _____

Property Owner: _____ Day Phone: _____

Mailing address: _____

City: _____ Zip Code: _____

Person authorized to act as Agent/Applicant: _____

Applicant/Agent Day Phone: _____

Mailing address: _____

City: _____ Zip Code: _____

I/We, the undersigned owner(s) of record of the fee interest in the above noted land for which an application for a building permit is being requested, do certify that:

- I. Such application may be filed and processed with my/our full consent. The applicant is authorized to act as my agent in all contacts with the City in connection with this matter. I/We hereby grant the City of Paso Robles or any of its authorized agents the right to enter upon the land described herein at any time during normal business hours for the purposes of site inspection

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Property owner signature Date

BUILDING DIVISION APPLICATION NUMBER: _____



CITY OF EL PASO DE ROBLES

1000 Spring Street
Paso Robles, CA 93446

Notice to Property Owner

Dear Property Owner:

An application for a building permit has been submitted in your name listing yourself as the builder of the property improvements specified at _____

We are providing you with an Owner-Builder Acknowledgment and Information Verification Form to make you aware of your responsibilities and possible risk you may incur by having this permit issued in your name as the Owner-Builder.

We will not issue a building permit until you have read, initialed your understanding of each provision, signed, and returned this form to us at our official address indicated. An agent of the owner cannot execute this notice unless you, the property owner, obtain the prior approval of the permitting authority.

OWNER'S ACKNOWLEDGMENT AND VERIFICATION OF INFORMATION

DIRECTIONS: Read and initial each statement below to signify you understand or verify this information.

____1. I understand a frequent practice of unlicensed persons is to have the property owner obtain an "'Owner-Builder" building permit that erroneously implies that the property owner is providing his or her own labor and material personally. I, as an Owner-Builder, may be held liable and subject to serious financial risk for any injuries sustained by an unlicensed person and his or her employees while working on my property. My homeowner's insurance may not provide coverage for those injuries. I am willfully acting as an Owner-Builder and am aware of the limits of my insurance coverage for injuries to workers on my property.

____2. I understand building permits are not required to be signed by property owners unless they are responsible for the construction and are not hiring a licensed Contractor to assume this responsibility.

____3. I understand as an "'Owner-Builder" I am the responsible party of record on the permit. I understand that I may protect myself from potential financial risk by hiring a licensed Contractor and having the permit filed in his or her name instead of my own.

____4. I understand Contractors are required by law to be licensed and bonded in California and to list their license numbers on permits and contracts.

____5. I understand if I employ or otherwise engage any persons, other than California licensed Contractors, and the total value of my construction is at least five hundred dollars (\$500), including labor and materials, I may be considered an "'employer" under state and federal law.

____6. I understand if I am considered an "'employer" under state and federal law, I must register with the state and federal government, withhold payroll taxes, provide workers' compensation disability insurance, and contribute to unemployment compensation for each "'employee." I also understand my failure to abide by these laws may subject me to serious financial risk.

____7. I understand under California Contractors' State License Law, an Owner-Builder who builds single-family residential structures cannot legally build them with the intent to offer them for sale, unless all work is performed by licensed subcontractors and the number of structures does not exceed four within any calendar year, or all of the work is performed under contract with a licensed general building Contractor.

CONSTRUCTION & DEMOLITION RECYCLING GUIDELINES

As a requirement of State Assembly Bill 939, every city and county in the State of California is required to recycle at least 50% of all waste going to the landfill or pay fines up to \$10,000 per day. The recycling of construction and demolition materials will have a significant impact in reaching the recycling goals established by the state.

Benefits of Recycling

By removing the recyclable materials from the waste generated at a construction site, you can reduce the disposal costs associated with a construction project. It can cost up to 2 times the amount to throw away construction waste as it does to take it to a recycler. The landfill will often times have a special rate for disposal of source-separated recyclable materials such as green waste and clean lumber. Some of the items that are currently disposed of at a construction site can be easily recycled or used on other construction sites. If the recycling program is implemented correctly, it is very easy to accomplish the goal of recycling 50% or more of the material at these sites.

Take time to carefully evaluate the job site to identify opportunities for recycling

When estimating the amount and type of materials to be recycled, it is important at the planning stages to identify all of the options available. What may appear to be an opportunity today may later turn out to be contaminated and not recyclable during the actual project. It is important that any problems experienced be documented for future reference.

Contact the subcontractors in advance to make them a part of your recycling program

Having the subcontractors on line with your recycling program can prevent an unknown source from impacting your results. Remember that the total waste generated at the site is how your recycling program will be evaluated.

Contact the waste haulers to identify what they can or cannot recycle

The different disposal companies may have different methods of handling material. It is important to understand what level of service each hauler is capable of providing. In some cases, the waste hauler you choose may be able to meet your entire requirement for recycling.

Review the options carefully for the contractors

There are options such as deconstruction and salvage that can be utilized in order to meet the recycling goals. Habitat for Humanity and CalMAX are options available for reusable materials. These options should be reviewed and explored whenever possible.

One of the best resources available is the San Luis Obispo County IWMA, they can be reached at 782-8530. They are available to assist in the development of your recycling plan and answer any questions you may have.

Please do not hesitate to call if you have a question.

As part of the permit application process, complete the top portion of the form and fill in the two columns under Before Construction. The two columns are the estimated amount of waste to be sent to the landfill and the estimated amount of waste to be diverted by reuse or recycling, by type of material.

The information in these columns are only estimates and should be calculated based upon your experience as a builder. A guide to the amount of material generated by project for your reference is in the opposite column. To calculate the estimated diversion rate divide the total diversion tonnage by the sum of the landfill and diversion tonnages and then multiply by 100.

$$\frac{\text{diversion}}{\text{diversion} + \text{landfill}} \times 100 = \text{Diversion Rate}$$

If the estimated diversion rate is less than 50%, please submit an explanation as to why this project cannot achieve the goal.

After completing the form, and any other applicable information, imprint the recycling plan on all building and/or demo plans to be submitted for approval.

After finishing the project

Collect and attach all receipts for disposal and recycling. Fill in the actual disposal and diverted tonnages for each material. Calculate the diversion rate for the project using the equation shown above.

Recycling Contractor

If you are using a waste hauler that reports diversion rates of mixed construction and demolition recyclables to the IWMA, fill in the name of the contractor for our information. This will allow us to use the published diversion rate for that waste hauler.

Construction & Demolition Waste Generation Guide

Use the following conversion factors when completing the Construction and Demolition Recycling Plan and Disposal Report

Projections by Project Type:

<u>Type of Project</u>	<u>Approximate Waste Generated</u>
New Construction	4 Pounds per square foot
Remodeling	40 Pounds per square foot
Demolition	70 Pounds per square foot
Demolition, incl. Foundation	100 Pounds per square foot

Conversion factors:

Mixed Waste	350 Pounds per cubic yard	5.7 cubic yards per ton
Inerts	1400 Pounds per cubic yard	1.4 cubic yards per ton
Drywall	500 Pounds per cubic yard	4.0 cubic yards per ton
Metals	150 Pounds per cubic yard	13.3 cubic yards per ton
Lumber	300 Pounds per cubic yard	6.7 cubic yards per ton
Cardboard	100 Pounds per cubic yard	20.0 cubic yards per ton

These figures are only to be used as a guide in calculating your Recycling Plan. The actual numbers may vary. Use the actual numbers when completing the After Construction portion of the form.



CITY OF EL PASO DE ROBLES
"The Pass of the Oaks"

GRADING/SITE PLAN PERMIT APPLICATION

Date: _____ Permit No. (City Use) _____

Enclosed is a: _____ A. Plot Plan _____ B. Grading Plan _____ C. Grading Plan (Sub-Division)

AUTHORIZED REPRESENTATIVE: _____

PHONE: _____ CELL: _____ FAX: _____

PROPERTY OWNER (Mandatory): _____

PHONE: _____ CELL: _____ FAX: _____

ADDRESS: _____

PROJECT ADDRESS: _____

LOT (S): _____ BLOCK: _____ TRACT: _____ A.P.N. _____

CIVIL ENGINEER: _____ LICENSE NO.: _____

SOILS ENGINEER: _____ LICENSE NO.: _____

CONTRACTOR: _____ LICENSE NO.: _____

ADDRESS: _____ PHONE: _____

TOTAL AREA OF SITE DISTURBANCE: _____

EXCAVATION: DEPTH OF CUT: _____ (EST. CU. YARDS): _____

FILL: DEPTH OF FILL: _____ (EST. CU. YARDS): _____

If surplus material exists (unbalanced site), where will it be disposed of? _____

Flood Hazard Zone? _____ Yes _____ No _____ Zone (Flood Elevation Certificate Required)

Watershed Management Zone: _____
1 4

When will work commence? _____ Estimated completion date: _____

Notes: _____



City of Paso Robles

Erosion and Sediment Control Plan

For Projects Disturbing Less Than One Acre
(Not Part of a Larger Plan of Development)

Plan Check No. _____

Building Permits (that involve disturbing soil) and Grading Permits that disturb less than one acre and are not part of a larger plan of development, are required to submit an Erosion and Sediment Control Plan prior to the issuance of a an approved Building or Grading Permit. Complete all sections and submit with the permit application.

Project Address _____ APN(s) _____

Owner Name _____

Owner Mailing Address _____
Street City State Zip

Owner Phone _____ e-mail _____

Contractor/Business Name _____

Contractor Mailing Address _____
Street City State Zip

Phone _____ email _____ FAX _____

Size of Project _____ Estimated disturbed soil area _____

Type of Project (check all that apply) Residential Commercial Industrial Landscape
 Tenant Improvement Site Work New Construction Remodel Addition

Description of Work _____

Nearest Waterway and Distance from Project _____
Creek, Channel, or River

Project Threat to Water Quality _____

Anticipated Start of Project _____ Anticipated Completion _____
Date Date

Other Applicable Permits (check all that apply) US Army Corps 404 Construction General Permit
 401 Water Quality Certification Fish & Game Agreement _____
Other (Identify)

Any permits directly associated with grading activity shall be obtained prior to commencing any soil disturbing activities.

During the wet season: all BMPs must be inspected by the City prior to commencing any soil disturbance activities.

THE FOLLOWING INFORMATION IS REQUIRED FOR ALL EROSION AND SEDIMENT CONTROL PLANS.

- 1. Site Plan** Applicant shall provide a site plan as part of the grading plan with the following information: Show all Best Management Practices (see below) to be placed on and off site; north arrow; slope direction; scale; location of all existing structures and impervious surfaces; location of any nearby waterways or basins; nearby storm drain inlets; frontage and side streets; and existing vegetation and trees.
- 2. Best Management Practices (BMPS)** At a minimum, the following BMPs are required. Verify ALL of these measures are addressed on the project site plan submittal.
 - A. Wet Weather Measures** If possible, avoid land-disturbing activities during the wet weather season of October 1 through May 31.
 - B. Existing Vegetation** Protect existing vegetation wherever possible.
 - C. Sweeping** All impervious surfaces shall be swept—not washed or hosed down—and maintained free of debris and accumulations of dirt.
 - D. Waste Management** All construction waste including paint, concrete, or any other type of wash out, shall be contained and disposed of properly; no construction material shall be washed to the street.
 - E. Vehicles and Equipment** Responsible parties for your site shall be responsible for ensuring all construction vehicles and equipment will not cause dirt or mud to be tracked off site.
 - F. Catch Basin Protection** Catch basins or drop inlets that receive storm water must be covered or otherwise protected from receiving sediment, mud, dirt, or any debris.
 - G. Sediment Filters/Barriers** A properly installed silt fence or equivalent shall be installed around the site perimeter and located so that all runoff from the construction site is filtered prior to leaving the site.
 - H. Plastic Sheeting** Tarps or equivalent shall be used to protect small, highly erodible areas, temporary stockpiles of material, and haul trucks.
 - I. Wind Erosion** All graded surfaces and materials shall be wet down, treated or contained in a manner to prevent dust from leaving the site.

3. Site-Specific BMPs List all site-specific BMPs not listed above: _____

4. Rationale Explain the basis for selecting site-specific BMPs; provide soil loss calculations if necessary:

Contractor shall inspect BMPs regularly and prior to storm events. Contractor shall maintain BMPs in good repair at all times.

Resources

CASQA Handbooks www.cabmphandbooks.com/

2010 Green Building Code Standards www.documents.dgs.ca.gov/bsc/CALGreen/2010_CA_Green_Bldg.pdf



CITY OF EL PASO DE ROBLES

"The Pass of the Oaks"

STORM WATER CONTROL PLAN

For Single Family Residence Site Plans

Project Data Form and runoff reduction measure selection

DATE: _____ PERMIT NO. (CITY USE) _____

PROJECT ADDRESS: _____

PROPERTY OWNER/DEVELOPER: _____

TOTAL PROJECT SITE AREA (ACRES): _____

TOTAL NEW IMPERVIOUS SURFACE AREA (SQUARE FEET): _____

(Sum of current pervious area that will be covered with new impervious surface)

TOTAL REPLACED IMPERVIOUS SURFACE AREA: _____

(Sum of current impervious areas that will be covered with new impervious surfaces)

TOTAL PRE-PROJECT IMPERVIOUS SURFACE AREA: _____

TOTAL POST-PROJECT IMPERVIOUS SURFACE AREA: _____

Delineate the impervious area. On the site plan show the impervious area – for example, a roof, or portion of a roof, or a paved area. Delineate roof ridge lines and grade breaks.

Disperse runoff from roofs or pavement to vegetated areas.

Downspouts can be directed to vegetated areas adjacent to buildings, or extended via pipes to reach vegetated areas further away. Paved areas can be designed with curb cuts, or without curbs, to direct flow into surrounding vegetation.

On the site plan, show:

- Each impervious area from which runoff will be directed, and its square footage.
- The vegetated areas that will receive runoff, and the approximate square footage of each.
- If necessary, explain in notes on the plan how runoff will be routed from impervious surfaces to vegetated areas.

Confirm the following standards are met:

- Tributary impervious square footage in no instance exceeds twice the square footage of the receiving pervious area. On sketch, show rough dimensions that will confirm this criterion is met.
- Roof areas collect runoff and route it to the receiving pervious area via gutters and downspouts.
- Paved areas are sloped so drainage is routed to the receiving pervious area.
- Runoff is dispersed across the vegetated area (for example, with a splash block) to avoid erosion and promote infiltration.
- Vegetated area has amended soils, vegetation, and irrigation as required to maintain soil stability and permeability.
- Any area drains within the vegetated area have inlets at least 3 inches above surrounding grade.



CITY OF EL PASO DE ROBLES

"The Pass of the Oaks"

Time Frame for Engineering Completion of the Plan Review Process

City of Paso Robles Engineering Division Phone (805) 237-3860 Fax (805) 237-6565

ATTENTION CONTRACTORS, DEVELOPERS, AND CONSULTANTS:

Effective January 21, 2002, quoted time frames for completion of the plan review process for Housing Tracts, Public Improvements, and Commercial/Industrial projects (excluding that time consumed by the contractor or developer for correction and/or amendment) shall be as follows:

Initial plan review* (first plan check):

Forty-five (45) working days (this excludes weekends and holidays) will be required to complete the initial plan review process.

Second plan review* (plan recheck):

Forty-five (45) working days (this excludes weekends and holidays) will be required to complete the second, and subsequent, plan review (recheck).

Plan review for small permits:

Thirty (30) working days for initial plan review for all Single Lot Grading. Allow *twenty (20)* days to complete the second plan review (recheck).

*Please note that the time frames quoted above **do not** include that time period when plans are in the possession of the contractor, developer, or consultant for correction and/or amendment.

All submittals subject to the Subdivision Map Act will be processed in accordance with time frames stated within the Act.

NOTICE

**STOCKPILING OF MATERIALS IN THE CITY
RIGHT-OF-WAY IS A VIOLATION OF
MUNICIPAL CODE SECTION 20.12.050**

**STOCKPILES OF SOILS, SANDS, ROCKS, GRAVELS, BARK,
WOOD, MASONRY, OR ANY TYPE OF CONSTRUCTION
MATERIALS SHALL BE PLACED AND CONTAINED ON
PERMITTED CONSTRUCTION SITES ONLY**