



Community Development Department
11 English Street
Petaluma, CA 94952
<http://cityofpetaluma.org>

Building Division
Phone: (707) 778-4301
To schedule inspections: (707) 778-4479
Email: building@cityofpetaluma.org

Online Permit Portal Link: <https://petalumaca-energovweb.tylerhost.net/apps/SelfService#/home>

Residential Garage and Carport Construction Information

The following items must be provided and/or shown on the plans that are submitted:

1. Provide plans describing proposed work. Include project address on all plan sheets with signature and contact information of responsible person on all plan sheets. See **Electronic Submittal Standards** handout for basic plan content and organization.
2. All construction shall conform to the 2022 California Building, Mechanical, Plumbing and Electrical Codes. The building must conform to prescriptive framing requirements or provide engineering calculations.
3. Provide a plot plan showing:
 - a. Proposed location of building with building data. Designate building size, use, height, etc.
 - b. Dimension distance of new garage or carport to all property lines and other structures.
 - c. Dimension location of existing buildings to new garage or carport and property lines.
 - d. Provide project address and wet signature of person responsible for plot plan.
 - e. Provide arrow indicating the direction of North.
 - f. Indicate drawing scale with minimum of 1:20.
 - g. Show location and dimension of any easements.
 - h. Show location and grade of proposed driveways and materials proposed.
 - i. Indicate grades and disposition of surface water and roof drainage.
4. Note that proposed replacement or addition foundation design must match existing foundation or submit soil report to justify proposed design. A soils investigation is **REQUIRED** for new or replacement garage, storage building, workshop, or other structure in which occupants do not live. - **WHERE:**
 - a. Area without sufficient slope setback. [CRC 403.1.7]
 - b. Area without recommended setback from stream
 - c. Proposed building is potentially hazardous to other structures
 - d. There is evidence of structural failure of the existing foundation due to soil conditions
5. Provide scaled and dimensioned structural plan set including:
 - a. Foundation plan with applicable details, retaining walls, embedded hold downs, etc.
 - b. Braced or shear wall line locations plan with connection details to roof and floor diaphragms, length of bracing, and wall connections.
 - c. Floor, Roof, and Ceiling framing plans with applicable girders, headers, connection details, blocking, and bracing.
 - d. Building section with height from grade to roof, ceiling height, and changes in floor level. Designate lumber clearances to grade or lumber resistant to decay.
 - e. Stairway, landing or step construction framing, connections, blocking and bracing.
6. Dimension all wall openings, windows and doors.
7. Provide framing information specifying:
 - a. Grade and species of all lumber.
 - b. Size and spacing of studs, joists and beams.
 - c. Anchor method of walls or posts.

- d. Lateral bracing of garage walls or of the carport structure.
8. Provide rafter ties and collar tie or ridge strap where no ceiling is installed, no ridge beam is proposed, or if ceiling joist and rafters are not parallel to walls. See CRC R802.3 and R802.4 for complete prescriptive requirements.
13. Specify interior wall and ceiling finish material, if any. Specify type, size and nailing requirements. If a ceiling is installed, provide attic ventilation and attic access. Show location and size of access opening. Show the size and number of vents to be used along with the square footage of attic area to be vented to comply with CRC R806.1 and CRC R807
9. Dimension wall height and total height of garage or carport. Provide exterior elevations, showing all openings, wall finish, roof pitch, roof material, total height of building, earth to wood clearance, doors and windows, etc.
10. Provide cross section through building, showing structural elements, earth-to-wood clearances, wall height, wall finish material, roof pitch, etc.
11. If garage is attached to a dwelling unit provide a separation wall between garage and dwelling unit with protected openings; i.e., one layer of ½-inch sheet rock on the garage side of common wall. Garages beneath habitable rooms shall be separated by not less than a 5/8-inch Type X gypsum board or equivalent. If a door is installed, provide a self-closing, tight-fitting solid-wood door 1-3/8 inches in thickness, or a self-closing, tight-fitting door having a fire-protection rating of not less than 20 minutes.
12. Note that “All roof covering materials shall have a minimum fire rating of Class “B” per City of Petaluma Ordinance.” Where site is located in the high fire severity zone, Class A roof coverings are required.
13. Provide electrical layout plan for garage showing switched light at 32” x 80” door, GFI receptacle, and other lights, receptacles, switches, etc. as needed.
14. Please check and recheck the minimum building setbacks. This is a very common, and sometimes costly, mistake and will delay the start time of your project. Contact the Planning Department at (707) 778-4470 for setback requirements.
15. If a water heater is to be installed in a garage it must be elevated so the source of ignition (burners, pilots, heating elements) is at least 18 inches above the finished floor level. The water heater must be anchored or strapped to resist horizontal displacement due to earthquake motion. The water heater installed in areas where they may be subjected to mechanical damage shall be suitably guarded against such damage. See “City of Petaluma Protection of Appliances Installed in Garages” handout for complete requirements or see the 2019 CMC Ch. 10, and CPC Ch. 5.
16. If exterior walls of the garage are less than 3 feet from the property line then the wall must have no openings, be rated one-hour fire-resistive construction from both sides, and overhangs must also be one-hour fire-resistive rated. If the exterior wall is located 2 feet from the property line, no roof projection or overhang is permitted.
17. Note that engineering plans and calculations are normally required for carport structures, beams, and lateral bracing. Carport construction without a structural review by a state licensed engineer will require substantial compliance with a pre-engineered structure such as the Sonoma County Standard Carport Design CNI-017: <http://sonomacounty.ca.gov/PRMD/Instructions-and-Forms/CNI-017-Standard-Carport-Design/>
18. Show the height of the header or beam above the slab or grade (The minimum height above grade is 6’8”). Show connections of all post to beams or headers. Show and specify post base and post caps.

This is a comprehensive (but not complete) list of items to be shown on plans, some of which may not be applicable to your particular situation and style of construction. All other code compliance items will be reviewed at time of plan check and during construction by the field inspectors. Note, “will comply with CBC Section _____” is inadequate and will not be accepted.

Note that our normal first review plan check turn-around time is 15 to 20 working days. Incomplete submittals will not be accepted. Plan check fees are due at time of submittal. For additional information about Building Codes and Building Division requirements please feel free to contact the Building Division by email at building@cityofpetaluma.org.

Contact the City of Petaluma Planning Department for Planning Department comments by calling (707) 778-4470. Contact the City of Petaluma Bureau of Fire Prevention Office at (707) 778-4389 for Fire Department requirements.