# Public Works Agency — Alameda County—

#### **BUILDING INSPECTION DEPARTMENT**

(510) 670-5440 • permitbid@acpwa.org
399 Elmhurst Street, Room 141, Hayward, CA 94544-1395
https://www.acpwa.org

# Accessory Dwelling Unit (ADU) - Detached

New Construction Or Conversion To ADU Not Attached To Single Family Dwelling (SFD).

This checklist provides steps and minimum requirements for a complete demolition permit submission. Each project is unique and additional requirements may be needed. Please note this is <u>not</u> an exhaustive list. And this is <u>not</u> plan review correction list. All applications, plans and supporting documents shall be submitted through our Electronic Online Portal through <a href="https://acpermit.acgov.org/Portal/#/">https://acpermit.acgov.org/Portal/#/</a>

**APPLICABLE CODES:** California Building Standards Codes (currently 2022) as adopted by Alameda County Municipal Code, Ordinance No. 2022-58, Chapters 15.08, 15.12, 15.16 & 15.20.

## Step 1. PORTAL REGISTRATION / SIGN IN

<u> Steb</u>	1. PORTAL REGISTRATION / SIGN IN
NEW U	JSER:
	See instructional videos "Portal Overview", "User Registration", and "Submitting Application". Create new user account at <a href="mailto:Electronic Online Portal">Electronic Online Portal</a> . Follow instructions on portal. For assistance, please contact (510) 670-5440 or <a href="mailto:permitbid@acpwa.org">permitbid@acpwa.org</a> .
EXISTI	NG USER:
	Sign in at <u>Electronic Online Portal</u>
Step	2. PLANNING/ZONING VERIFICATION
OBTAI	N PLANNING DEPARTMENT APPROVAL:
	Submit electronically at <u>Electronic Online Portal</u> Select "Create New Application". Apply for " <u>Building Applications Requiring Plan Review</u> ". Find address or parcel. Follow instructions on portal.
Chan	Check your email notifications for Planning Dept. corrections or instructions (as applicable).
	3. BUILDING PERMIT APPLICATION
	LETED APPLICATIONS:
	Each dwelling unit shall have separate building permit application and separate plan sets (E.g., Main house, ADU).
	In permit "Description", indicate any BLE#/COD# (as applicable) for legalization of work performed without building permit.
	Indicate number of bedrooms and bathrooms (existing and new).
	See sample of completed application by <u>owner/builder</u> , by <u>contractor</u> .
PLANS	<del>?</del>
	Submit one complete PDF file (not separate PDF files for each trade). Plans must be electronically-drawn, or hand-drawn and scanned. Electronic or hand-drawn plans must be to scale. 24"x36" sheet size or larger (11"x17" ok for small projects).

	Cover sheet / title page
	<ul><li>Project address &amp; parcel #</li></ul>
	<ul> <li>Project designer, architect and/or engineer contact info.</li> </ul>
	<ul> <li>Scope of work &amp; square footage</li> </ul>
	<ul> <li>Reference applicable Calif. Building Standards codes.</li> </ul>
	<ul> <li>Occupancy classification, construction type, fire sprinkler.</li> </ul>
	Sheet index for all plans being submitted (including all applicable trades)
	Stamp & signature of architect/engineer. For designers, name and initial shall be on respective sheets
	(BPC Section 5536.1). Electronic stamps & signatures accepted.
	Site plan
	<ul> <li>All property lines, all structures, and distances from all structures to property lines</li> </ul>
	<ul> <li>Dimensions of all property lines.</li> </ul>
	<ul> <li>Easements (as applicable)</li> </ul>
	<ul> <li>Any site improvements including landscaping, paved areas, pools</li> </ul>
	<ul> <li>Show any septic system</li> </ul>
	<ul> <li>Show utility meter locations (gas, electric and water)</li> </ul>
	<ul> <li>North arrow and drawing scale</li> </ul>
	Floor & roof plans
	<ul><li>Scale: ¼" = 1'-0" plans (typical)</li></ul>
	<ul> <li>Fully-dimensioned proposed work.</li> </ul>
	<ul> <li>Show existing and proposed plans separately</li> </ul>
	<ul> <li>Label the use of all rooms</li> </ul>
	Exterior elevations – labeled by direction
	Building cross sections – referenced on plan
	Architectural details and notes
	Wall & ceiling details in plan set. UL or GA-listed details for fire, sound and impact ratings (as applicable)
	Structural plans (as applicable)
	<ul> <li>Foundation plan</li> </ul>
	<ul> <li>Floor &amp; roof framing plans</li> </ul>
	<ul> <li>Structural details and notes</li> </ul>
	Electrical / Mechanical / Plumbing plans
	CalGreen Checklist (Residential) shall be included directly in plans
	Solar PV system - for new construction, deferred submittal is allowed
	Title 24 energy report - included directly in plans, not separate 8-1/2x11 packet
	Landscape plans & water budget calculations, WELO (as applicable)
	Wildland-Urban Interface (WUI) details and specifications, as applicable in <u>fire severity</u> zones
OTHER	REQUIRED DOCUMENTS:
	For conventional construction, provide APA Wall Bracing Calculator.
	https://www.apawood.org/calculator
	For engineered design (non-conventional) provide structural calculations (PE-stamped)
	Geotechnical report for new structures in geological seismic hazard zones (E.g., liquefaction, landslide,
	fault trace)
	Geotechnical engineer review letter (as applicable)
	Construction & Demolition Debris (C&D) form completed on portal.
	Address assignment <u>form</u> and documents <u>https://www.acpwa.org/permits/forms-and-handouts.page</u>
	Special Inspections forms (as required by CBC Ch. 17)
	Roof truss calculations (as needed) – deferred submittal is allowed

## Step 4. PLAN REVIEW **INITIAL INTAKE:** ☐ Initial intake: 5-10 business days Permit technician will review application, plans and other required documents for completeness DEPARTMENT PLAN REVIEW1: □ Building Department ☐ Fire Department ☐ Environmental Health – Sites with septic system (as applicable) □ Development Engineering – Projects with right-of-way encroachment (as applicable) TIMELINES FOR BUILDING DEPARTMENT PLAN REVIEW<sup>2</sup>: ☐ First review: 20 business days ☐ Subsequent reviews: 10 business days 1 Note: Plans are routed electronically to each department for review. See plan review comments on portal and/or follow up with respective departments. <sup>2</sup> Note: Plan review corrections must also be resolved with other departments (as applicable). Follow up with each department directly for their review timeframe. **Step 5. PERMIT ISSUANCE MEET ADMINISTRATIVE CONDITIONS:** Meet all administrative conditions prior-to-issuance (PTI) of building permit E.g. School fees, C&D form, will serve letters, etc Internal staff will review these PTI conditions and check "met" when satisfactorily completed. Other departments will check off PTI conditions for their department. PAY BUILDING PERMIT FEES AND PERMIT ISSUANCE: Building permit fees may be adjusted per scope & permittee, prior to payment. ☐ Pay building permit fee on portal ☐ See email notification for instructions to download building permit, approved plans & documents. ☐ Print one hard copy of building permit and approved plans for use during building inspections. Step 6. INSPECTIONS SCHEDULE THE REQUIRED INSPECTIONS: See building permit card and schedule required inspections through the online portal.

Complete all required building inspections (incl. final inspection) prior to permit expiration date.



☐ N/A

☐ Route:

Date:

#### COUNTY OF ALAMEDA PUBLIC WORKS AGENCY BUILDING INSPECTION DEPARTMENT 399 Elmhurst Street, Room 141 Hayward, CA 94544 (510) 670-5440, FAX (510) 293-0960, www.acpwa.org

Building Permit Processing Hours Mon.-Fri. 9:00am-4:00 pm Except Holidays

BUILDING PERMIT APPLICATION				
Application Date: 12-15-2023	Application/Permit Number: BLD2022-02019			
Project Address: 17211 ROBERTO ST. Unit A. CASTRO VALLEY, CA 94546	Locality/City: CASTRO VALLEY CA Zip: 94546			
Assessor's Parcel Number: 080A023500800	Tract/PM: Lot #:			
APPLICANT Name: AKD Homes	Phone: 8089387127 Cell:			
Address: 3518 Arden Rd	City: Hayward State: CA Zip: 94545			
Email/Fax: daniel@akdhomes.net MAIN CONT	ACT: Applicant Owner/Tenant Arch/Eng Contractor			
OWNER	PROFESSIONAL Architect Engineer Designer Other			
Name:	Company Name:			
Address:	Name: _ CA Reg. #:			
	Address:			
City/State/Zip:	City/State/Zip: _			
Phone: Email/Fax:	Phone: Email/Fax:			
Tenant Company:				
CONTRACTOR Name: <u>Daniel Vargas</u>	Phone: 8089387127 Cell: 510 954-2630			
Company Name: AKD Homes	Email/Fax: daniel@akdhomes.net			
Address: 3518 Arden Rd	City: Hayward State: CA Zip: 94545			
PROJECT INFO Type: a28 Accessory Dwelling Unit (ADU)	Permit For: BuildingElectricalPlumbingMechanical			
Description of Work: To remove an existing detached greenhouse and build a detached Accessory Dwelling Unit (537 SF) at the rear of the property per plans & calc's.  1) The ADU will have one bedroom, one bathroom, kitchen/living/ room, and laundry closet.  2) Main electrical panel upgrade to 200amp				
Proposed Use: Accessory building	Existing Use: Single family residential			
Floor Area Habitable (sq.ft.) Non-Habitable (sq.ft.)	Est. Const. Val. : \$ 78090.54			
New: <u>537</u> <u>0</u>	Occupancy Class: R-3			
Existing: <u>1489</u> <u>0</u>	Type of Const: Type V, B No. of Stories: 1			
Remodel: 0				
Note: You have completed information for permit submittal; cont	tinue to the back page for Permittee Declaration at permit issuance.			
PLANNING APPROVAL Zoning: R-1-RV-RH Single family F	For Plan Check Only: Date:			
Park Dedication Fees: @ Utility RIs - Amt \$ N/A F	For Permit Issuance: Christine Greene Date: 2022-10-24			
*Bldg Pad Cert. @ FDN N/A *Bldg Ht. Cert.:	@ Framing □ N/A *PLN Insp. Req'd.: □ @ Utility Release N/A			
Planning Notes: The proposed detached 537 sq.ft. ADU located at height 16 ft. tall, and more than 6 ft away from all other structures madriveway apron of the existing garage	the rear of the single family home providing 8 ft. SY, 6 ft RY, building neets the rules for a new detached ADU, parking provided in the			
Grading N/A Route: Date: R	oad/Flood N/A Route: Date:			

Comments



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Building Permit Processing Hours Mon.-Fri. 9:00am-4:00 pm Except Holidays

### PERMITTEE DECLARATION California Health & Safety Code 19825

Projec	t Address: 17211 ROBERTO S	T, Unit A, CASTRO	VALLEY, CA	Case Number: B	LD2022-02019
A. LIC	ENSED CONTRACTOR'S DEC	CLARATION			
I hereby	affirm under penalty of perjury that I a	m licensed under provisi	ions of Chapter 9 (comme	encing with Section 700	0) of Division 3 of the Business
and Pro	fessions Code, and my license is in ful	force and effect.	License Class:		Lic. No.: <u>1104144</u>
Signatu	re of Contractor or Authorized Agent:	ARD Harve	Print Name:	AKD Homes	Date:
B. OW	NER - BUILDER DECLARATION	DN			
have pla improve pursuan Code) o	v affirm under penalty of perjury that I a aced next to the applicable item(s) (Sec a, demolish, or repair any structure, pric at to the provisions of the Contractors' Sor for that he or she is exempt from licensus as the applicant to a civil penalty of not n	ction 7031.5, Business a or to its issuance, also re State License Law (Chap re and the basis for the a	and Professions Code: An equires the applicant for the oter 9 (commencing with Salleged exemption. Any vi	y city or county that rec e permit to file a signed Section 7000) of Divisio	uires a permit to construct, alter, d statement that he or she is licensed n 3 of the Business and Professions
	I, as owner of the property, or my emport intended or offered for sale (Second property who, through employees' of for sale. If, however, the building or imnot built or improved for the purpose	ction 7044, Business and or personal effort, builds provement is sold within	d Professions Code: The or improves the property,	Contractors' State Lices provided that the impre	nse Law does not apply to an owner ovements are not intended or offered
	I, as owner of the property, am exclus Code: The Contractors' State License projects with a licensed Contractor pu	Law does not apply to a	n owner of property who		
	I am exempt from licensure under the	Contractors' State Licen	se Law for the following re	eason:	
By my signature below I acknowledge that, except for my personal residence in which I must have resided for at least one year prior to completion of the improvements covered by this permit, I cannot legally sell a structure that I have built as an owner-builder if it has not been constructed in its entirety by licensed contractors. I understand that a copy of the applicable law, Section 7044 of the Business and Professions Code, is available upon request when this application is submitted or at the following Web site: <a href="http://www.leginfo.ca.gov/calaw.htm">http://www.leginfo.ca.gov/calaw.htm</a> I.					
Signa	ture of Property Owner or Authorized A	agent:	Print Name:		Date:
O.g. id	itule of Froperty Owner of Authorized F		Fillit Name.		Dato.
	RKERS' COMPENSATION DE	-	Finit Name.		Suc.
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#### COUNTY OF ALAMEDA PUBLIC WORK AGENCY **BUILDING INSPECTION DEPARTMENT**

399 Elmhurst Street, Room 141, Hayward, CA 94544 (510) 670-5440 FAX (510) 293-0960, https://acpermit.acgov.org/Portal Permit Number: BLD2022-02019

Application Date: 6/2/2022 Date Issued: 10/24/2022 Expiration Date: 10/24/2023

#### This Permit is for: Building Electrical Plumbing Mechanical

17211 ROBERTO ST, Unit A, CASTRO VALLEY, CA 94546 Address:

Project Information

APN: 080A-0235-008-00 Project Name: Valuation: \$78,090.54

Type of Work: Accessory Dwelling Unit ()

Thomas Guide: Page: 691, Grid: G5 Existing Use: Single family residential

Contractor:

Primary: 8089387127

AKD Homes

E-mail:

Proposed Use: Accessory building

3518 Arden Rd Hayward, CA 94545 kalan@akdhomes.net

Occupancy Groups: R-3 U Type of Construction: Type V, B

Owner:

Issued To:

Description of work: To remove an existing detached greenhouse and build a detached Accessory Dwelling Unit (537

SF) at the rear of the property per plans & calc's.

- The ADU will have one bedroom, one bathroom, kitchen/living/ room, and laundry closet.
- 2) Main electrical panel upgrade to 200amp

#### Additional permits are required for any work not described on this permit

Smoke & Carbon Monoxide Alarms are required for all dwelling units where permitted work exceeds \$1,000. Permittee is responsible for the installation of Smoke & Carbon Monoxide Alarms according to the manufacturer's specifications and comply with current CBC & CRC.

Per the County Ord., construction hours allowed are Mon - Fri: 7am to 7pm, Sat. & Sun: 8am to 5pm, or restricted by other special conditions.

#### Permit Services Fees

\$140.00

\$140.00

\$779.70

\$30.00

Plan Check/Other Services Fe	ees:
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Address Assignment, min 1hr T24 Energy Pln Rvw (12.5%) Pln Chk Proc Fee (\$20/s \$30/c) Building Plan Review (80%)

Bu	il	di	im	а	ľ
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Business License Fee(0.125% of State CBSC Fees Start 1 1 2009 Stormwater poltn prevent (4%) Residential SMIP(0.013% / val)

\$4.00 \$38.98 \$10.15

\$97.61

Document Imaging Fee (1%) Building Permit Fee Pmt Proc Fee (\$30/c)

\$9.75 \$974.62 \$30.00

C&D Debris Mgmt Program

\$70.00

Plumbing:

Plumbing Permit Fee-17% Bldg

\$165.69

Electrical:

Electrical Permit Fee-20% Bld

Mechanical:

\$194.92 Mechanical Permit Fee-18% Bldg

\$175.43

Total Services Fees to Date :

\$2,860.85

Print Date: 10/24/2022 Page 1 of 3 Permit Number: BLD2022-02019



# COUNTY OF ALAMEDA PUBLIC WORK AGENCY BUILDING INSPECTION DEPARTMENT

399 Elmhurst Street, Room 141, Hayward, CA 94544 (510) 670-5440 FAX (510) 293-0960, https://acpermit.acgov.org/Portal

Application Date: 6/2/2022

Date Issued: 10/24/2022

Expiration Date: 10/24/2023

Special Condition #0202:

INSP - Contractor shall comply with Construction & Demo Debris (C&D) Management Program Required and provide a copy of this form to the Building Inspector. A copy of the C&D Form can be found here:

https://www.acpwa.org/permits/forms-and-handouts.page?

"Construction and Debris Management Plan"

Special Condition #0724:

C&D Debris Mgmt Program and receipts from approved waste facilities must be completed and accepted by the Building inspector prior to the Final.

Special Condition #0228:

INSP - Roof Mounted Photovoltaic (PV) System Conditions (SFD):

- 1.No code review has been performed for this PV permit. Contractor shall provide plans & manufacturer's specs on site for inspector's review and install PV system according to Calif. Codes.
- 2.Obtain a separate permit when service panel upgrade is required but not covered by this permit.
- 3.Max installed PV weight: 5 psf and 40 lbs at each support. Provide adequate roof structural supports.
- 4. Max installed PV height: 18" above roof surface.
- 5. Any battery system on the PV will require additional Code review and permit.
- 6.Fire Dept Roof Access
- a.Panels shall not be installed closer than 3' from ridges for Fire Dept smoke ventilation operation.
  - b.For roof sloped greater than 2:12 and installed with panels -
    - 1) Hip Roof provide a 3 ft access pathway from eave to ridge.
- 2) Single Ridge Roof provide TWO 3 ft access pathways from eave to ridge.
- 3) Hips & Valleys Roof provide 18" clear on each side of hips or valley where panels are on both sides.
- 7. Post warning sign at each PV disconnect according to CEC.

Special Condition #0721:

At Final - Submit Final T24 Energy Residential Acceptance Forms to Building Inspector.

Special Condition #0601:

At Utility Release - Proof of Utility (Sewer, Water, Electrical, Gas) Services Required.

Special Condition #0201:

INSP - Check Green Building Requirements on plan. The county inspector will inspect minimum green points required by the Green Building Ordinance. No certificate will be issued by the County.

Special Condition #0205:

- INSP Deferred Submittals listed on Approved Plans shall be submitted to the Building Department for Review & Approval (Allow 3 Weeks to Process, additional review fees will be required):
- 1) ADU Solar PV.

Please submit for an Deferred Submittal (DS) through our online portal system (https://acpermit.acgov.org/Portal/#/).

Here are the steps to do so:

- 1) Log into your online portal account and go under your record case.
- 2) Click "Submit for Deferred Submittal (DS)"
- 3) Submit the DS (full set) and any supplmental documents (if any).

Special Condition #0226:

INSP - Upon inspector's request, contractor shall provide all specification sheets and documents to show appropriate ICC/UL or similar approved testing methods for all products used.

Plan Checker: Kevin Zhang

White - Inspector's Copy Yellow - Customer Copy Pink - File Copy

**Permit Number: BLD2022-02019** Print Date: 10/24/2022 Page 2 of 3



# COUNTY OF ALAMEDA PUBLIC WORK AGENCY BUILDING INSPECTION DEPARTMENT

399 Elmhurst Street, Room 141, Hayward, CA 94544 (510) 670-5440 FAX (510) 293-0960, https://acpermit.acgov.org/Portal

Building Permit Processing Hours Mon.-Fri. 9:00am-4:00pm Except Holidays

#### INSPECTION REQUESTS MUST BE RECEIVED BEFORE 12A.M. ON THE DAY OF INSPECTION

24 Hour Insepction Request: (510) 670-5434 or Online Inspection Request at https://acpermit.acgov.org/Portal

Daily Inspection Schedule will be posted at https://www.acpwa.org/building-inspection after 9:00 am on the day of inspection

JOB A	DDRESS: 17211 ROBERTO	ST A, CASTRO VAL	LEY	PERMIT NUMBER: BL	D2022-02019
	INSPECTION TYPE	INSPECTOR	DATE	N	IOTES
100	INVESTIGATION/SITE VISIT				
101	PIERS				
102	UNDERGROUND PLUMBING				
103	UNDERGROUND ELECTRIC				
104	UFER GROUND				
105	UNDERGROUND HVAC				
106	FOUNDATION				
107	RETAINING WALL FOOTING				
108	RETAINING WALL				
DC	NOT POUR CONCRETE UNTIL	ABOVE ARE SIGNED			
109	DRAIN ROCK				
110	DRAIN TILE				
111	DAMPROOFING				
	DO NOT BACKFILL UNTIL AB	OVE ARE SIGNED			
201	UNDERFLOOR PLUMBING				
202	UNDERFLOOR ELECTRIC				
203	UNDERFLOOR HVAC				
204	UNDERFLOOR FRAMING				
DO NO	T INSULATE UNDERFLOOR UN	TIL ABOVE ARE SIGNE	)		
205	UNDERFLOOR INSULATION				
DO	O NOT SHEAT FLOOR UNTIL AB	OVE ARE SIGNED			
300	ROUGH ALL TRADES				
301	MASONRY - STEEL				
302	SHEAR WALLS				
303	FLOOR DIAPHRAGM				
304	ROOF SHEATING				
305	ROUGH PLUMBING				
307	ROUGH ELECTRIC				
308	ROUGH HVAC				
309	FRAME				
310	EXTERIOR LATH				
	OT PLASTER OR INSULATE UNT	IL ABOVE ARE SIGNED			
401	WALL INSULATION				
402	ATTIC/CEILING INSULATION				
	T-BAR CEILING				
	DO NOT COVER UNTIL ABOV	E ARE SIGNED			
501	DRYWALL/TILE BACKING				
502	INTERIOR LATH				
_	SHOWER PAN TEST				
	DO NOT TAPE UNTIL ABOVE	ARE SIGNED		OTHER AGEN	CY SIGN-OFFS
600	RE-ROOF DECKING/TEAR OFF	The GIGITED		DEPARTMENT	INSPECTOR & DATE
601	RE-ROOF FINAL			FIRE DEPT FRAME	
602	GAS TEST			FIRE DEPT FINAL	
603	WATER HEATER			PLANNING DEPARTMENT	
604	FINAL PLUMBING			GRADING DEPARTMENT	
605	FINAL ELECTRIC			ENCROACHMENT	
606	FINAL HVAC			ENVIROMENTAL HEALTH	
607	FINAL BUILDING			CONDITIONS MET	
608	PG&E ELECTRIC RELEASE			OTHER	
609	PG&E GAS RELEASE	1		OTIEIX	
610	FINAL ALL TRADES	<u> </u>			
010	SWIMMING P	201		APPROVAL -	TO OCCUPY
700	PRE-GUNITE	<u> </u>			ECTOR:
700	PRE-DECK	1		NOTES:	
701	PRE-PLASTER & FENCE			NOTES.	
702	FINAL/SWIMMING POOL				
100	I INAL/GVVIIVIIVIING FOOL	1		I .	INSPECTION IOD CARD 2012 11 29