



Residential Room Addition Plan Submittal Requirements

This information bulletin describes the items required at the time of a residential room addition plan submittal.

1. Three sets of plans to scale:
 - a. Plot Plan (See “Plot Plan and Vicinity Map” Handout)
 - b. Floor Plan (existing building and proposed)*
 - c. Foundation Plan*
 - d. Elevations*
 - e. Framing details*
 - f. Construction material specifications (See “Minimum Construction Specifications”)
2. Two copies of truss calculations (if used)
3. Two copies of soils report (if used)
4. Two copies of energy compliance information. CF-1R-ADD-02-E and CF1R-ALT-02-E forms must be completed and be a part of the plans. Please see “Residential Energy Requirements for Additions & Remodels” handout for more information.
5. If the valuation of the addition and all remodel work permitted within the last two years exceeds 75 percent of the valuation of the existing structure, the project shall meet the requirements for a new single family residence. See “Single Family Residence Construction” handout.
6. All building permits with a valuation greater than \$75,000 require an approved solid waste recycle plan prior to building permit issuance. Please reference the “Construction and Demolition Debris Recycling” handout which is available at the City of Vista’s Development Service center.
7. A request for reasonable accommodation may be made by any person with a disability, or by an entity acting on behalf of a person or persons with disabilities to provide or secure equal access to housing, when the application of a zoning regulation or other land use regulation, policy or practice acts as a barrier to fair housing opportunities. For more information please visit: <https://records.cityofvista.com/WebLink/0/doc/131151/Page1.aspx>