



DEPARTMENT OF RESOURCE MANAGEMENT

Building Division

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Redding, California 96001

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SINGLE-FAMILY RESIDENCE APPLICATION CHECKLIST

(Rev: 07-13-23)

This checklist is to be used for the new construction of single-family residence, accessory dwelling units, and guest houses.

Your application is complete and ready to submit when you have ALL the items listed below:

- CDF (Cal Fire) Second Residence Approval Letter (When Applicable)
- Complete [Application](#) & Method of Payment for Application Filing Fee
- (If Required) Complete [Owner Builder Form](#)
- [Plot Plans](#), *7 Copies; Fire District Must Approve (2) If Not Cal fire
- Construction Plans, *2 Full Sets; Including:
 - Concrete Mix Design, *2 Copies
 - Construction Waste Plan (If Not on Plans), *2 Copies
- (Separate) Floor Plan, *2 Copies
- [Grading](#) & [Erosion Control Plan](#), *2 Copies – See Grading Checklist
 - (If Required) MS4, *2 Copies
- Structural Calculations, *2 Copies Wet Stamped (When Applicable)
 - Truss Calculation, *2 Copies Include the Engineers Acceptance Letter (When Applicable)
- Energy Calculation, *2 Copies
- Manual J, D or S Heating/Cooling Design, *2 Copies
- Legal Creation Documents for Undeveloped Parcels
- Fire Sprinkler Plans, *3 Copies (For Cal Fire District) or Submitted to Fire District

**** IN ORDER TO PROCESS THE APPLICATION, ALL STAMPED PLANS MUST BE SIGNED****

Please Note: permits and review from other outside agencies and/or departments, such as *Shasta County Department of Environmental Health, Water Resources, Fish and Wildlife, Shasta County Department of Public Works* or other state of California agencies may be required in order to approve your permit. Please contact CAL Fire regarding a Timber Harvesting Plan if removal of trees may be included in your project.