



GETTING STARTED!

The following checklist provides guidance for determining the appropriate supplemental documents that should be submitted alongside the ADU standard plans. Please refer to the linked policies and forms Included within each checklist item for more information. To confirm which of the following supplemental documents may be required for your proposed project please speak with a Building Engineer (949.644.3265).



FEES

ALL CITY FEES ASSOCIATED WITH PLAN REVIEW AND CONSTRUCTION OF ACCESSORY DWELLING UNITS IN THE CITY ARE WAIVED THROUGH DEC 2024.

The tables below outline the non-City fees that may apply:

Sanitation Fees
OC Sanitation District
Costa Mesa Sanitation District
Irvine Ranch Water District

State Fees
Green building fee
California Seismic safety fee

School Fees
(Floor additions with an area of 500 square feet or more)
Newport Mesa Unified School District
Laguna Beach Unified School District
Santa Ana Unified School District



ADDITIONAL DOCUMENTS REQUIRED PRIOR TO BUILDING PERMIT ISSUANCE

- Title 24 Energy Analysis**
Required for all projects due to increase in conditioned/heated floor area.
- Civil Drawings/Drainage**
Required for projects with certain topography - please speak with a Building Engineer. [Click here](#) for more info.
- Topographic/Line and Grade Drawings**
Required for projects with certain topography - please speak with a Building Engineer. [Click here](#) for more info.
- Geotechnical Report**
Required for projects with a floor area addition over 1,000 Sq ft (500 Sq ft in liquefaction or landslide areas). [Click here](#) for more info.
- Flood Zone Cost Determination**
Required for garage conversions in special flood hazard areas. [click here](#) for more info.



ADDITIONAL DOCUMENTS REQUIRED DURING CONSTRUCTION

DURING CONSTRUCTION, THE FOLLOWING LIST OF ADDITIONAL DOCUMENTS MAY BE REQUIRED TO SHOW COMPLIANCE WITH THE SUBMITTED PLANS PRIOR TO FINALING THE PERMIT (**Reference the Deferred Submittal Section of the City Standard Plan**):

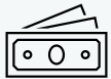
- Solar PV** - May be required based on the results of the Title 24 Energy Analysis. - Please speak with a Building Engineer.
- Sound Attenuation** - May be required depending on heating/air conditioning selections.
- Truss Shop Drawings** - Required for the roof construction shown on the standard plan.
- Fire Sprinklers** - Required when the existing main residence has fire sprinklers (Newport Beach Municipal [Code 15.04.090](#))

HAVE QUESTIONS OR NEED ASSISTANCE? CONTACT THE PLANNING DIVISION



GETTING STARTED!

The following checklist provides guidance for determining the appropriate supplemental documents that should be submitted alongside the ADU standard plans. Please refer to the linked policies and forms Included within each checklist item for more information. To confirm which of the following supplemental documents may be required for your proposed project please speak with a Building Engineer (949.644.3265).



FEES

ALL CITY FEES ASSOCIATED WITH PLAN REVIEW AND CONSTRUCTION OF ACCESSORY DWELLING UNITS IN THE CITY ARE WAIVED THROUGH DEC 2024.

The tables below outline the non-City fees that may apply:

Sanitation Fees
OC Sanitation District
Costa Mesa Sanitation District
Irvine Ranch Water District

State Fees
Green building fee
California Seismic safety fee

School Fees
(Floor additions with an area of 500 square feet or more)
Newport Mesa Unified School District
Laguna Beach Unified School District
Santa Ana Unified School District



ADDITIONAL DOCUMENTS REQUIRED PRIOR TO BUILDING PERMIT ISSUANCE

- Title 24 Energy Analysis**
Required for all projects due to increase in conditioned/heated floor area.
- Civil Drawings/Drainage**
Required for projects with certain topography - please speak with a Building Engineer. [Click here](#) for more info.
- Topographic/Line and Grade Drawings**
Required for projects with certain topography - please speak with a Building Engineer. [Click here](#) for more info.
- Geotechnical Report**
Required for projects with a floor area addition over 1,000 Sq ft (500 Sq ft in liquefaction or landslide areas). [Click here](#) for more info.
- Flood Zone Cost Determination**
Required for garage conversions in special flood hazard areas. [click here](#) for more info.



ADDITIONAL DOCUMENTS REQUIRED DURING CONSTRUCTION

DURING CONSTRUCTION, THE FOLLOWING LIST OF ADDITIONAL DOCUMENTS MAY BE REQUIRED TO SHOW COMPLIANCE WITH THE SUBMITTED PLANS PRIOR TO FINALING THE PERMIT (**Reference the Deferred Submittal Section of the City Standard Plan**):

- Solar PV** - May be required based on the results of the Title 24 Energy Analysis. - Please speak with a Building Engineer.
- Sound Attenuation** - May be required depending on heating/air conditioning selections.
- Truss Shop Drawings** - Required for the roof construction shown on the standard plan.
- Fire Sprinklers** - Required when the existing main residence has fire sprinklers (Newport Beach Municipal [Code 15.04.090](#))

HAVE QUESTIONS OR NEED ASSISTANCE? CONTACT THE PLANNING DIVISION