

# SANTA ROSA FIRE DEPARTMENT FIRE PREVENTION BUREAU STANDARD

July 1, 2010



## SINGLE FAMILY DWELLING PLOT PLAN

**This Checklist outlines general requirements. Information contained herein applies to typical instances and may not address all circumstances.**

### **PURPOSE**

The plot plan is an important aspect of development as it provides a visual evaluation of the project and it is used to determine the impact of multiple factors on the environment and the surrounding neighborhood. The plot plan is part of the official record that will be associated with a property and for this reason, the quality of the document is essential.

Providing adequate information on plot plans will expedite the plan review process. A detailed plot plan is required for the construction or modification of all Single Family Dwellings. The complete plot plan ensures that all critical fire and life safety requirements are included in the planning of a dwelling, including such items as access roadways, utility services and water supply. The plot plan also verifies that the location and size of the proposed dwelling (or alteration) complies with the requirements and limitations of building at a particular location.

### **CODE REFERENCES**

California Fire Code (CFC)  
Santa Rosa City Code (SRCC)  
Fire Department Wildland Urban Interface (WUI) Standard  
Single Family Plot Plan Review Checklist

**REQUIRED PERMITS** - Separate permits are required for:

Conditional Use Permit (zoning)  
Building Permit (construction)  
Fire Underground water supply (for on-site private fire protection features)  
Fire Sprinkler installation  
Fire Alarm installation

### **FILE REVIEW**

#### **SUBDIVISION MAP CONDITIONS:**

Review subdivision specific conditions and history to ensure the plot plan is compliant with previous conditions. Add all conditions to approval letter if not included on plans.

**ENVIRONMENTAL SITE ASSESSMENT** – If required, a Phase I Environmental Site Assessment shall be approved prior to issuance of any grading, demolition or construction permits.

**FEES** – Fire Department review fees are 100% of the Building Plot Plan review fee.

### **SITE PLAN**

**The site plan submitted must contain all of the following:**

**SCALED DRAWING** – Must be drawn to scale, either 1" = 10' or 1' = 20', with the scale clearly marked on the plan.

**NORTH ARROW** – A reference to true north must be shown.

**OWNER INFORMATION** – The owner's name, address and telephone number.

**ENGINEER'S INFORMATION** – The engineer's name, address and telephone number.

**PROJECT LOCATION** – Assigned address, Assessor's Map reference and parcel number.

**LOT AREA** – Specify the size of the lot in square feet and in acres.

**EXISTING FEATURES** – Include topography, ground elevations, existing structures, streets, driveways, bridges, curb lines, sidewalks, trees, utility poles, underground utilities, fire hydrants, utility vaults, right-of-ways, easements, storm drains, drain inlets, septic tanks, waterways and wells.

**PROPOSED BUILDING LAYOUT** – Proposed footprint of building, including set back lines and allowable building envelope.

**DRIVEWAY** – Proposed driveway location, including width and grade.

**GRADING PLAN** – Include lot grading, driveway grading and spot elevations where necessary.

**ELEVATIONS** – Finished floor, basement floor, garage floor and foundation elevations.

**EROSION CONTROL** – Specify plan for erosion and sediment control.

**WATER** – Size and location of existing water main and proposed lateral main. Include City Standard Trench and Connection Detail.

**FIRE DEPARTMENT ACCESS TO PROPERTY** – SRCC 18-44.503.1.1, 18-44.503.2.1 - The fire department apparatus must be able to approach the building so as to be within 150 feet of all portions of the first floor of the building, using an approved measurement route around the building. If this access cannot be accomplished by fire apparatus parked on the public roadway, a fire apparatus access road must be provided. The roadway must be constructed to meet or exceed City Street Design Standards.

**SURFACE** - Fire Department Access Roads shall be designed to support the imposed loads of fire apparatus, shall be paved, and shall meet City Street Design Standards (CFC 503.2).

**TURNING RADIUS** – Access roads require a minimum 20' inside turning radius and a minimum 40' outside turning radius.

**VERTICAL CLEARANCE** – CFC 503.2.1 - Unobstructed vertical clearance of 13' 6" feet.

**GRADE** – CFC 503.2.7, City Street Design Standards – A maximum grade of 15 percent.

**TURNAROUNDS** – CFC 503.2.5 – An approved turnaround must be provided where the driveway or access road exceeds 150 feet in length and is a dead end.

**FIRE LANES** – CFC 503.3 – Required fire apparatus access roads shall be marked in accordance with California Vehicle Code Section 22500.1. The required markings shall be maintained by the property owner.

**BRIDGES** – CFC 503.2.6 – Bridges or elevated surfaces that are part of a required fire apparatus access road shall be designed, constructed and maintained in accordance with AASHTO Standard Specifications, and be designed for a live load sufficient to carry the imposed loads of fire apparatus. Vehicle load limits shall be posted with approved permanent all weather signs at both entrances of bridges. A minimum vertical clearance of 13'6" shall be provided. The maintenance of the bridge or elevated surface, all required signs and markings and vertical clearance is the responsibility of the property owner.

Standard  
Single Family Dwelling Plot Plan

**TURNOUTS** – SRCC 18-44.503.2.2 - One-way fire access roads or other narrow driveways may be required to be equipped with approved turnouts when dictated by site-specific conditions. Required turnouts shall comply with City Street Design Standard 205.

**GATES** – CFC 503.6 – Gates across a fire apparatus access road must be approved by the Fire Department prior to installation. Approved gates must be installed a minimum of 20 feet from the roadway to allow a vehicle to stop at the gate without obstructing traffic on the primary roadway. Manually operated gates shall be equipped with an approved Knox company key lock; the lock shall be provided and maintained by the property owner. Powered gates shall be equipped with an approved Knox company access override system. All gates shall open inward and shall be no less in width as the access way.

**WILDLAND-URBAN INTERFACE FIRE AREA (WUI)** – Plot plans for project located in the WUI must demonstrate compliance with California Fire Code Chapter 47, California Building Code Chapter 7A and Santa Rosa Fire Department Vegetation Management Standard. Plans shall provide sufficient detail to demonstrate compliance. Include details of vegetation layout on property for the purpose of establishing defensible space requirements.