City of Capitola Pre-Designed ADU Program

In an effort to streamline the ADU building process, the City of Capitola has developed five pre-designed ADU plans, made available to homeowners for their use. In order for a building permit to be issued, these pre-designed plans shall be submitted to the City for each project, and are subject to the Limited Review (Level 1) Permitting Process.

The program offers five floorplans and three exterior design styles, designed for a typical lot within the City. Floorplans available are: Efficiency Studio (250 GSF); Standard Studio (300 GSF); Expanded Studio (384 GSF); One Bedroom (450 GSF); and One Bedroom Plus (555 GSF), which allows the option to create a second bedroom within the footprint.

This program was funded using an SGR Grant Program, which provides funding and technical assistance to help local jurisdictions prepare, adopt, and implement plans and processes that streamline housing and accelerate housing production.

How to Use This Plan Set

Included within this plan set are a range of pre-designed architectural styles and exterior materials options, allowing homeowners to customize their ADUs to fit their needs. This set is considered “Pre-Designed,” without modifications.

Also included are two options for Mechanical systems: an All-Electric system, or a hybrid system (with the exception of an on-demand natural gas water heater).

To complete the drawing set, project-specific information is required to be provided by the property owner. All owner-provided information will be entered on Sheets G0.0 and G0.1.

In order to receive a building permit, applicants will need to submit a full application for the Planning and Building Department. This will include the Pre-Designed ADU Plan Set, a site survey, an Administrative Permit Application (using the Master Planning Application), a Building Permit Application, and any other supplementary application in order that may be required based on their specific property and project. Refer to the City of Capitola Planning Department for your specific project requirements.

The Architectural and Electrical Plans for each exterior design option are self-contained within their own sheets. The contractor will reference the sheets for the chosen design during construction. Reference the Project Checklist on Sheet G0.0 for specific directions.

The Structural Plans, Architectural Details, Architectural Schedules (floor, window, and fixture), Mechanical Plans, and Plumbing Plans are contained on specific sheets for these purposes. These sheets will be referenced for all exterior design option.

How to Enter Project-Specific Information and Apply for Your Building Permit

1. Enter PROJECT INFORMATION and VICINITY MAP in the space provided on Sheet G0.0.
2. Review the drawing set and choose your exterior design and mechanical system options.
3. Complete the following sections on the PROJECT CHECKLIST on Sheet G0.0.
4. Submit your application materials using the instructions on the City of Capitola website.
5. A City of Capitola employee will contact you to discuss fees and project specifics.

Additional Requirements

All submitted plan sets must be accompanied by the Master Planning Application. Properties within the Coastal Zone must include a Coastal Development Permit as part of their application. All applications must include a site survey.

All Building Permit Applications must include the City’s Construction Waste Management Plan.

Project Directory

Workbench
189 Walnut Avenue
Santa Cruz, CA 95060
831.227.2217
info@workbenchbuilt.com

Zal Engineering, Inc.
99 Pacific St, Suite #375
Santa Cruz, CA 95060
831.854.2484
engineeringservices@zalengineering.com

Additional plans will be referenced for all exterior design options.

Deferrable Submittals

Photovoltaic System
Fire Sprinklers (Where Required - Refer to Building Dept.)

Building Codes Used

1. 2019 California Building Code
2. 2019 California Residential Code
3. 2019 National Electrical Code
4. 2019 California Plumbing Code
5. 2019 California Mechanical Code
6. 2019 California Fire Code
7. 2019 California Green Building Standards Code
8. 2019 California Energy Efficiency Standards Code
THE OWNER SHALL PROVIDE A DIMENSIONED AND SCALED SITE PLAN SHOWING THE BELOW INFORMATION. THIS CHECKLIST IS PROVIDED TO HELP GUIDE YOU THROUGH THE CREATION OF YOUR PROPERTY’S SITE PLAN.

**SITE PLAN INFORMATION**

- **SITE PLAN CHECKLIST**
- **SITE PLAN LEGEND**

**DRAWING SCALE**
- SITE PLAN SHOULD BE DRAWN TO A MEASURABLE SCALE (FOR EXAMPLE, 1/8" = 1' OR 1" = 10'). INCLUDE A LABEL WITH THIS INFORMATION ON THE SITE PLAN.

**PROPERTY LINES**
- LABEL PROPERTY LINES, EXISTING BUILDINGS, AND EASEMENTS. USE DASHED LINES FOR EASEMENTS, FENCES, PARKING SPOTS, AND OTHER FEATURES THAT ARE NOT PART OF THE PROPERTY.

**Labeled YARDS**
- Label Front, Rear, Side Yards, Walkways, Driveways, and other outdoor areas using text labels. Label any proposed new pathways, parking spaces, or access routes to the new ADU.

**Setbacks of Existing Structure and New ADU from Property Line - Dimensioned**
- Use dimension lines to show the distance between the ADU and existing dwellings, garages, sheds, or outbuildings. Use dashed lines for side yards, parking spots, and other features.

**Location of Existing Utilities and Proposed New Utilities**
- Note and label the location of all utility poles, sewer drains/cleanouts, electrical panels, photo voltaic controls, and gas meters on the site plan.

**EASEMENTS (IF SUCH EXIST)**
- “EASEMENT” refers to a property right held by a party that is not owner of the property. This could include items such as a right-of-way or utility company easement.

**Labeled Streets**
- Site plan should show the street grid with the street name labels, label existing sidewalks, and any other features.

**Proposed Location of ADU Address Numbers**
- Use text labels to indicate the address numbers for the new ADU. The address number for the new ADU must be different from the main house.

**Footprint of Existing Buildings**
- “FOOTPRINT” refers to the outline of a building, show the footprint of all existing buildings and structures and any attached decks or porches.

**Footprint of Proposed ADU**
- Use dashed lines to outline the proposed footprint of the new ADU. The new ADU footprint must be consistent with the text label “PROPOSED ADU.”

**Dimension Showing Minimum Separation Space Between ADU and Existing Structures**
- Use dimension lines to show the separation space required between the ADU and existing structures, ensuring compliance with local regulations.

**SITE PLAN LEGEND**

- **NORTH ARROW** (INDICATES LOCATION OF NORTH)
- DIMENSION LINE (SHOWS MEASUREMENT BETWEEN 2 PLANES)
- **PROPERTY LINE** (SHOWS OUTLINE OF PROPERTY)
- DASHED LINE - USE FOR EASEMENTS, FENCES, PARKING SPOTS
- SOLID LINE - USE TO SHOW OUTLINE OF EXISTING BUILDINGS, EXTENTS OF DRIVEWAYS OR PATIOS
- MAIN ST. - TEXT LABEL - USE TO LABEL DRAWING AS NEEDED
- ARROW - USE FOR CALLOUTS/AS NEEDED

**SITE PLAN NOTES**

- SITE PLAN SHOULD BE DRAWN TO A MEASURABLE SCALE (FOR EXAMPLE, 1/8" = 1' OR 1" = 10'). INCLUDE A LABEL WITH THIS INFORMATION ON THE SITE PLAN.

- **EXPLANATION**
  - REQUIRED SEPARATION BETWEEN BUILDINGS IS:
    - a) 6'-0": ADU WALL FACING MAIN HOUSE MUST HAVE 1-HOUR FIRE RATING AND NO OPENINGS (WINDOWS OR DOORS). IF ADU HAS AN OVERHANG, IT MUST ALSO BE FIRE RATED. MAIN HOUSE WALL NOT NEED TO BE FIRE RATED.
    - b) 8'-0": 25% OPENINGS ALLOWED (WINDOWS OR DOORS)
    - c) 10'-0": NO ADDITIONAL FIRE REQUIREMENTS

- **NOT FOR CONSTRUCTION**

- **NOT FOR CONSTRUCTION**
1. Elevation dimensions are to gridline or centerline of structural elements, unless otherwise noted. Dimensions TBC by contractor.
2. Gridlines are to edge of concrete, centerline of footing, or windows, unless otherwise noted.
3. See Sheet A5.0 for EXTERIOR wall types and details.
4. Materials indicated are shown generically. Actual materials are as selected by the Owner.
5. Provide structural backing in walls to facilitate future installation of grab bars at toilet and shower.
6. Where thresholds are required, provide accessible entry to other rooms. Provide access to utilities without removing finished floor coverings.
7. Contractor to verify layout, rough framing and finish dimensions are correct.
8. Contractor to verify layout, rough framing and finish dimensions are correct.

FLOOR PLAN LEGEND

- Wall Tag
- Door or gate number
- Sheet number
- Detail number
- Building section number
- Sheet number
- Revision number
- Elevator number
- Keynote number
- Room name
- Sheet number
- Room number
- Area
- Room area
- OUTLET AT 18", U.O.N
- WALL TAG
- WINDOW TAG
- DOOR OR GATE NUMBER
- SHEET NUMBER
- DETAIL NUMBER
- BUILDING SECTION NUMBER
- SHEET NUMBER
- ROOM NUMBER
- ROOM AREA
- AREA

GRAPHIC LEGEND

1. Roof
2. Exterior wall
3. Interior wall
4. Interior cavity
5. Slab
6. Exterior chimney
7. Partition
8. Wall
9. Door
10. Window
11. Stair
12. Deck
13. Porch
14. Patio
15. Gutter
16. Downspout
17. Foundation
18. Electric outlet
19. Water heater
20. Hot water
21. Cold water
22. Drain
23. Vent
24. Exhaust fan
25. Toilet
26. Shower
27. Tub
28. Sink
29. Vanity
30. Washer
31. Dryer
32. Garage
33. Carport
34. Porch
35. Deck
36. Patio
37. Stair
38. Wall
39. Door
40. Window
41. Electric outlet
42. Water heater
43. Hot water
44. Cold water
45. Drain
46. Vent
47. Exhaust fan
48. Toilet
49. Shower
50. Tub
51. Sink
52. Vanity
53. Washer
54. Dryer
55. Garage
56. Carport
57. Porch
58. Deck
59. Patio
60. Stair
61. Wall
62. Door
63. Window
64. Electric outlet
65. Water heater
66. Hot water
67. Cold water
68. Drain
69. Vent
70. Exhaust fan
71. Toilet
72. Shower
73. Tub
74. Sink
75. Vanity
76. Washer
77. Dryer
78. Garage