



Building Permits & Inspection Division

General Information: (916) 875-5296
www.building.saccounty.net

Full Service Center 827 7th Street, Room 102 Sacramento, CA 95814 M-F 8:30am - 4:30pm	East Area Service Center 5229 Hazel Avenue, Suite B Fair Oaks, CA 95628 M-Tu. 9:00am - 4:00pm
Bradshaw Center 9700 Goethe Road, Suite A Sacramento, CA 95827 M-F 8:30am - 4:30pm	North Area Service Center 3331 Peacekeeper Wy., Suite 100 McClellan, CA 95652 W-Th. 9:00am - 4:00pm

New Property Line Plan Review Submittal Requirements

Building Inspection has to review only those applications that involve properties with existing buildings. Adjusted and/or newly created property lines may render an existing building on a site non-complying with respect to the provisions of the California Building Code.

In order for Building Inspection to verify code compliance of such existing buildings, the applicant shall submit two sets of the following at the Building Inspection office:

1. Site plans, drawn to scale, showing the distance from existing buildings to all existing and new property lines. A signature block for the Building Inspection reviewer's signature must be provided in the lower right corner of the site plans with the heading, "Approved for New Property Line(s)."
2. Building floor plans, drawn to scale, showing present occupancies; major walls, such as area separation and occupancy separation; and the main exiting system.
3. Building elevations, drawn to scale; only those elevations "facing" the adjusted or newly created property lines need be shown. Such elevations should indicate the construction materials of the walls and the opening (doors and windows) protection.
4. The applicant is to fill out the following:

Applicant's Name: _____

Address: _____

Phone Number: _____

5. Project identification number (to be entered by Building Inspection): PL_____

The applicant will be billed at a later date for this review. The fee will be based on the number of hours spent by the reviewer and his standard rate as follows:

Fees: _____ **Hrs. x \$** _____ **per Hour = \$** _____