



**ADU BUILDING PERMIT APPLICATION CHECKLIST**

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| <p><b>A. INSTRUCTIONS:</b></p> <ol style="list-style-type: none"> <li>1. Review the City of Lemoore: <b>A Homeowner’s How-to Guide to Accessory Dwelling Units</b></li> <li>2. If participating in the Pre-Approved ADU Program, determine which floor plan and elevation you will use. Complete checklist to the right.</li> <li>3. Complete form below (all lines, checkboxes).</li> <li>4. Attach Submittal Requirements (See Checklist on Page 3).</li> <li>5. Submit a complete application to the City of Lemoore Building Division: <a href="mailto:permits@lemoore.com">permits@lemoore.com</a></li> </ol> | <p style="text-align: center;"><b>*COMPLETE ONLY FOR<br/>PRE-APPROVED ADU PROGRAM*</b></p> <p><b>Floor Plan (check one)</b></p> <p><input type="checkbox"/> 375 sf.</p> <p><input type="checkbox"/> 550 sf.</p> <p><input type="checkbox"/> 743 sf.</p> <p><input type="checkbox"/> 908 sf.</p> <p><b>Elevation (check one)</b></p> <p><input type="checkbox"/> Spanish/Mediterranean</p> <p><input type="checkbox"/> Craftsman/Bungalow</p> <p><input type="checkbox"/> Modern Farmhouse</p> |
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| <b>B. PROJECT DESCRIPTION</b>                               |  |                                   |                                   |
| Structure Type<br><i>(Select One)</i>                       | <input type="checkbox"/> Detached from primary structure<br><input type="checkbox"/> Attached to primary structure<br><input type="checkbox"/> Converted within primary or accessory structure                         |                                   |                                   |
| Construction Type<br><i>(Select One)</i>                    | <input type="checkbox"/> New Construction (Demolition Required: <input type="checkbox"/> Yes or <input type="checkbox"/> No)<br><input type="checkbox"/> Conversion of existing space (Specify Space: _____)           |                                   |                                   |
| Structure Details<br><i>(Fill-in)</i>                       | <b>Existing Structure</b>  | <b>Proposed ADU</b>               |                                   |
| Floor Area (Sf.) <sup>1</sup>                               |  |                                   |                                   |
| Bedrooms (#)  |  |                                   |                                   |
| Bathrooms (#)   |  |                                   |                                   |
| Parking (#)   |  |                                   |                                   |
| <sup>1</sup> Include living space, garage, patio, and porch |  |                                   |                                   |
| Setbacks<br><i>(Fill-in)</i>                                | <b>Existing Structure</b>  | <b>Proposed ADU</b>               |                                   |
| Front Yard  |  |                                   |                                   |
| Side Yard   |  |                                   |                                   |
| Rear Yard   |  |                                   |                                   |
| Utilities<br><i>(Select all that Apply)</i>                 | <b>Sewer</b>   | <b>Electrical</b>                 | <b>Gas</b>                        |
|   | <input type="checkbox"/> Upgrade   | <input type="checkbox"/> Upgrade  | <input type="checkbox"/> Upgrade  |
|   | <input type="checkbox"/> Existing  | <input type="checkbox"/> Existing | <input type="checkbox"/> Existing |
|   | <input type="checkbox"/> New   | <input type="checkbox"/> New      | <input type="checkbox"/> New      |
|   |  |                                   | <input type="checkbox"/> N/A      |
| Fire Sprinklers<br><i>(Select all that Apply)</i>           | <ul style="list-style-type: none"> <li>• Primary Dwelling: <input type="checkbox"/> Yes or <input type="checkbox"/> No</li> <li>• Proposed ADU: <input type="checkbox"/> Yes or <input type="checkbox"/> No</li> </ul> |                                   |                                   |
| Solar Panel Installation<br><i>(Select One)</i>             | <ul style="list-style-type: none"> <li>• Primary Dwelling: <input type="checkbox"/> Yes or <input type="checkbox"/> No</li> <li>• Proposed ADU: <input type="checkbox"/> Yes or <input type="checkbox"/> No</li> </ul> |                                   |                                   |



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| <p>Parking Exemptions<br/><i>(Select all that apply)</i></p> | <ul style="list-style-type: none"><li><input type="checkbox"/> The ADU is located within ½-mile walking distance of public transit.</li><li><input type="checkbox"/> The ADU is a designated historic resource or is located within a historic district.</li><li><input type="checkbox"/> The ADU is attached is the primary structure or is a JADU.</li><li><input type="checkbox"/> On-street parking permits are required but are not offered to the occupant of the ADU.</li><li><input type="checkbox"/> There is a designated car share vehicle parking space located within one block of the ADU.</li></ul> |
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### Submittal Requirements for Accessory Dwelling Units

Please use this as a checklist to assemble the required materials for your Accessory Dwelling Unit (ADU) building permit application. The following items must be submitted in order to process your application. **If the plans are not legible and/or do not contain the required information, your application will be rejected.** For more information and guidance, review the City of Lemoore ADU How-to Guide.

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| <input checked="" type="checkbox"/> | <b>SUBMITTAL REQUIREMENTS</b>  |
| <input type="checkbox"/>            | <b><u><a href="#">Building Permit Application</a></u></b>  |
| <input type="checkbox"/>            | <input type="checkbox"/> For <b><u><a href="#">New Residential Construction</a></u></b> , Complete set of plans, drawn to scale. Depending on scope or complexity of project, plans may be required to be reviewed and stamped by an architect or engineer. Plans shall include the following where applicable: <ul style="list-style-type: none"> <li><input type="checkbox"/> Site and Grading Plan</li> <li><input type="checkbox"/> Landscape plan and Irrigation plan (MWEL0)</li> <li><input type="checkbox"/> Foundation Plan</li> <li><input type="checkbox"/> Floor Plan</li> <li><input type="checkbox"/> Roof and Floor Framing Plan</li> <li><input type="checkbox"/> Include Solar Ready Panel</li> <li><input type="checkbox"/> Exterior and Interior Elevations</li> <li><input type="checkbox"/> Electrical Plan</li> <li><input type="checkbox"/> Mechanical Plan and Duct Calculations</li> <li><input type="checkbox"/> Plumbing Plan (Hot &amp; Cold Water, Gas)</li> <li><input type="checkbox"/> Sections</li> <li><input type="checkbox"/> Details</li> <li><input type="checkbox"/> Accessibility Drawings and Details (if applicable)</li> <li><input type="checkbox"/> 2 Sets of Structural Calculations (if required)</li> <li><input type="checkbox"/> 2 sets of Title 24 Calculations</li> <li><input type="checkbox"/> 2 Set of Truss Engineering</li> <li><input type="checkbox"/> One 8 1/2" x 11" Reduced Floor Plan (Kings County Copy)</li> <li><input type="checkbox"/> 3 Sets of Grading Plans (Public Works)</li> <li><input type="checkbox"/> 2 Sets of Soils Reports &amp; Compaction Tests</li> <li><input type="checkbox"/> Waste Management Plan</li> <li><input type="checkbox"/> Storm Water Management Plan</li> <li><input type="checkbox"/> Encroachment Permit from Public Works</li> </ul> |
| <input type="checkbox"/>            | <b>Preliminary Title Report</b> – showing the legal description of the property and any recorded easements.  |
| <input type="checkbox"/>            | <b>Building Permit Application Fees</b> – Fees will be invoiced. All fees must be paid before the application is deemed complete. Please note: Building Permit Fees are separate from the Building Permit Application Fees. Permit fees are calculated at time of issuance.  |
| <input type="checkbox"/>            | <b>Impact Fees</b> – Fees will be invoiced prior to building permit approval. See <b><u><a href="#">Fee Schedule</a></u></b> . Please note: ADUs less than 750 square feet are not subject to impact fees.   |