COUNTY OF SAN LUIS OBISPO
DEPARTMENT OF PLANNING & BUILDING

BLD-1047
9/01/2026

Construction Permit Submittal Requirements for Pre-Reviewed ADU Site-Specific

The following documentation is *required* to be submitted with each construction permit application unless it is verified by staff as not applicable. If any information is missing, the application *will be returned as incomplete* until all required materials are included with the submittal. If you have questions or want to verify the number of plan sets required, please call 805-781-5600 and ask for a Land Use Technician.

Application Package must include:

- ☐ Construction Permit Application Forms: All application sheets filled and signed
- ☐ Title/Cover Sheet w/ Vicinity Map: Filled in Cover and applicable items checked (Site address, WUI conditions, Fire Sprinklers requirements, Septic/Sewage information and owner information)
- ☐ Site Plan and/or Drainage Plan: To include items below- specific to your property.
- ☐ Soils and/or Geotechnical report: If in a GSA or Liquifaction Area, report will be required.
- ☐ Supporting Documentations: Examples: Will Serve Letters, Stormwater Control Plan, CWMP Plan

PLAN CONTENT DETAILS

The following is a list of project information that shall be included on the plans.

SITE PLAN

- ☐ Property boundaries with corners & dimensions of parcel including fronting streets, alleyways
- ☐ North arrow, scale, and legend
- ☐ Proposed structure(s)
- ☐ All existing structures w/use and permit numbers
- ☐ Setbacks, distance to property lines and distance to other structures
- ☐ Distances between well(s), septic tank, leach field and creeks, streams, rivers, or lakes
- ☐ Contours (2' min) or spot elevations
- ☐ Site drainage
- ☐ Existing on-site trees
- ☐ Building footprint & finished floor elevation
- ☐ Wildland Urban Interface zone (WUI)
- ☐ Site utility locations: water & sewer lines, water tanks, septic lines, waterways and site drainage
- ☐ Driveways/parking areas dimensioned, with existing/proposed gravel or paving areas
- ☐ Impervious surface total (i.e.: hard surfaces such as driveways, rooftops, walkways, etc.

GRADING / CIVIL

- ☐ Grading notes
- ☐ Grading cross-section
- ☐ Area of site disturbance
- ☐ Existing & proposed contours
- ☐ Amount of cut & fill (cubic yards)
- ☐ Erosion control / BMPs / stormwater / LID
- ☐ Septic system location and details
- ☐ Soil reports recommendations and a percolation test –by a *geotechnical engineering firm*

**Please note: If your property is in a liquefaction area or Geologic Study Area (GSA), the foundation system may need to be redesigned at owner's expense*

SEPARATE PERMIT SUBMITTALS

- ☐ Fire sprinkler plans and calculations (complete set of plans and hydraulic calculations)
  - Applicable only if main residence is equipped with fire sprinklers.
- ☐ Photovoltaic / Solar plans and calculations
- ☐ OWTS (Onsite Wastewater System)

SUPPORTING DOCUMENTS

- ☐ In Stormwater Management Area – Stormwater Control Plan
- ☐ Stormwater Control Plan Application, PCR Waiver Request Form

IF WATER COMES FROM A PRIVATE WELL

- ☐ Minimum well capacity of 5 gallons per minute (GPM) provided for SFR and ADU
- ☐ Potability testing completed in accordance with *Health Department requirements*
- ☐ Minimum well capacity of 2.5 GPM with 1,000 gallons of approved on-site water storage (if applicable and approved)

IF WATER AND SEWER COME FROM A SERVICE DISTRICT

- ☐ Will Serve Water Letter from service district
- ☐ Will Serve Sewer Letter from service district

Applicant acknowledgement: I acknowledge that the above listed items are part of my submittal package and that my application may be rejected based on missing items.

_____ _____
Signature of Owner / Authorized Agent / Contractor Date

_____ _____
Print Name of Owner / Authorized Agent / Contractor Date