

	<p style="text-align: center;"><b>CITY OF OCEANSIDE</b></p> <p>Building Division  300 N Coast Highway  Oceanside, CA 92054  760-435-3950  <a href="http://www.ci.oceanside.ca.us">www.ci.oceanside.ca.us</a></p>	<p style="text-align: center;">Codes 2022</p> <p style="text-align: center;">1/1/23-12/31/25  <i>Effective Date</i></p>
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## Submittal Requirements for New Single-Family Residences

\*Electronic Plan Submittal is available and preferred

### Plan Submittal Requirements

Five (5) sets of plans drawn to scale consisting of the following basic information:

- The job address
- The owner's name, address and phone number
- The plan designer's name, address and phone number
- A clear description of work
- A building information table that indicates occupancy group and indicates the installation of the required fire sprinklers. Provide the proposed square footage of the living spaces, garage, decks and the number of bathrooms and bedrooms.
- A list of the applicable codes for the project
- A sheet index
- A plot plan showing all slopes and structures on the property and their distances from each other and property lines. The plot plan must show the location of proposed utilities and sizes of the utilities.
- Provide elevation drawings of the exterior. The drawing must indicate the height of the building to existing (not finished grade).
- New plans for foundation, wall framing, and roof design of sufficient detail for construction. Include two copies of structural calculations from a licensed design professional or a design that is compliant with the prescriptive designs for California Residential Code foundation, lateral bracing system, span tables and nailing tables.
- State Energy Conservation Compliance Certification forms
- Plumbing table with a calculation of the proposed water meter and service supply piping size
- Manual D duct design for central air systems
- Two copies of a preliminary soils report
- Plan review fees must be paid at the time of first submittal and are based upon our adopted fee schedule which is available on our City web site. [Building Permit Fee Schedule](#)
- A receipt of school fees paid from the applicable school district prior to permit issuance
- The plans must be signed by the designer prior to permit issuance.

The following departments must be satisfied prior to Building Permit issuance:

Oceanside Planning and Engineering Divisions  
Oceanside Fire Department  
Oceanside Water Utilities

It is important to check with these departments for the status of their reviews of your project using the E-portal link [eTRAKiT Online Permit Management](#)

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Coastal affordable Housing: If property is located within the Coastal Zone and the application involves wither the construction or demolition of a residential use, you must obtain a “Coastal Affordable Housing Compliance Permit” before a building permit or demolition permit can be issued. Contact Neighborhood Services Department, 321 N. Nevada St, Oceanside, CA 92054 for review. Phone (760) 435-3360.

Coastal Zone Requirements: If property is within the Coastal Zone, consult with the Planning Division, 300 N. Coast Hwy, Oceanside, CA 92054. Phone (760) 435-3520. It is the applicant’s responsibility to comply with any Coastal Act requirements.