Welcome to the Humboldt County Building Division. This information is provided to assist you in obtaining a CONFORMANCE TYPE building permit for your proposed residential garage. To qualify for this type of permit your garage must not exceed one story in height, be no larger than 1,000 square feet in size and have a Building Division maximum dollar value not exceeding $25,000.

WE ARE HERE TO HELP YOU. Please call your DEVELOPMENT ASSISTANCE SPECIALIST for any questions regarding fees or permit procedures. Call your BUILDING INSPECTOR for any questions regarding building. They can both be reached at 445-7245 or 1-800-900-4034.

THE FOLLOWING INFORMATION WILL BE NEEDED:
1) Ten copies of your PLOT PLAN.
2) Two copies of your BUILDING PLANS, consisting of a floor plan and a cross section.
3) Another copy of your FLOOR PLAN will be needed for the County Assessor’s Office.
4) A signed CONFORMANCE PLAN REVIEW form.
5) A signed CORRECTIONS, LETTER OF PERMISSION form.

Once the items above have been received, an inspection will be done at the proposed location of your new garage. This is called a Presite Inspection and is done to verify the information on your Plot Plan and to determine if the site you have picked is suitable for the garage as designed. After the Presite is done a waiting period will follow to allow other County Agencies to review and approve your project. The waiting period varies, but is usually two to three weeks. During this waiting period a Building Inspector will review your building plans and make any minor corrections needed.

YOUR BUILDING PLANS MUST INCLUDE THE FOLLOWING:
1) FLOOR PLAN
   A] Show dimensions, all windows, doors, electrical, plumbing and mechanical.
   [Do not show wires or pipes]

2) CROSS SECTION
   A] Foundation design; showing width and depth of footing, rebar and anchor bolts.
   B] Wall framing; showing header sizes, stud spacing and height, exterior and interior wall coverings.
   C] Roof framing; showing rafter size and spacing [or truss calculations and layout if trusses are used], roof sheathing and roofing material.
   D] Grade and species of all lumber.

3) ELEVATION
   A] [A view from the outside] is not required, but you may find it very helpful.

4) BRACING REQUIREMENTS
   A] The current bracing requirements must be met; if the wall on either side of your garage door is less than four feet but is two feet eight inches or greater in width, you must use the ALTERNATE BRACED WALL PANEL. If the width is less than two feet eight inches, Engineering must be obtained and submitted with your plans. If an ALTERNATE BRACED WALL PANEL will be used, use page 4 [example of the alternate braced wall panel] as part of your plans.

F:\INSPECT\CNFGAR.DOCHC\BD05\16/2006
ALTERNATE BRACED WALL PANEL FOR ONE STORY BUILDING
[EXAMPLE]

2 FEET 8 INCH MINIMUM PANEL LENGTH.

3/8 INCH PLYWOOD SHEATHING WITH 8D COMMON NAILS AT 6 INCHES ON CENTER EDGE NAILING AND 12 INCHES ON CENTER FIELD NAILING. BLOCK ALL EDGES.

4 X POSTS OR DOUBLE 2 X STUDS.

TIE DOWN DEVICES WITH A MINIMUM 1800 LBS. UPLIFT CAPACITY.

FOUNDATION CONTINUOUS FOR LENGTH OF PANEL WITH ONE NUMBER 4 REBAR TOP AND ONE NUMBER 4 REBAR BOTTOM.

10 FEET MAXIMUM PANEL HEIGHT.

TWO 5/8 INCH ANCHOR BOLTS WITH 2 INCH X 2 INCH X 3/16 INCH WASHERS, SPACED AT QUARTER POINTS.
TYPICAL RESIDENTIAL CONFORMANCE TYPE GARAGE FLOOR PLAN
[EXAMPLE]

SHOW LANDINGS AT PASSAGE DOORS. [36 INCH X 36 INCH MINIMUM LANDING REQUIRED AT PASSAGE DOORS].

SHOW ALL ELECTRICAL, PLUMBING AND MECHANICAL. CONTACT YOUR BUILDING INSPECTOR REGARDING SPECIFIC REQUIREMENTS.

SHOW ALL WINDOWS AND DOORS, INCLUDE SIZES.

CONTACT YOUR BUILDING INSPECTOR REGARDING THE BRACING REQUIREMENTS.

INDICATE IF THE ALTERNATE BRACED WALL PANEL WILL BE USED.

SHOW ALL DIMENSIONS.