



City of Union City – Economic and Community Development Department
Building Division
34009 Alvarado-Niles Road
Union City, CA 94587
(510) 675-5313
Fax (510) 475-7318

SUBMITTAL REQUIREMENTS FOR A WOOD PATIO COVER

PERMIT REQUIRED: The applicant shall apply for a building permit at the Building Division. An electrical permit may be required for any installation of alteration of the electrical system.

Detached Wood Patio Covers:

Administrative Site Development Review and Building Permits are required for all detached wood patio covers. All detached wood patio covers shall comply with the regulations outlined in Section 18.32.020(I) of the Municipal Code.

Attached Wood Patio Covers:

For attached wood patio covers only a building permit is required. In order to receive a building permit, the following must be submitted:

PLAN SUBMITTAL REQUIREMENTS:

- Three (3) sets of plans, *minimum size 11"x17", maximum size 24"x36"*
- An Approval Letter from the Homeowner's Association, if Applicable.

Complete sets of building plans/reports and documents are required for the plan check of the proposed construction. One set will be returned to you as the official approved "job copy." Plan size shall be 18" x 24" minimum, and 24" x 36" maximum. All dimensions and scales shall be clearly indicated. No marked, altered, or paste-on plans will be accepted. You may be required by the Building Official to obtain a registered architect or professional engineer to prepare your building plans. The City of Union City Building Division requires:

- Site Plan:** Includes parcel dimensions, building setbacks from all property lines, distance between buildings, driveway, percentage of the lot covered by buildings, scale of the drawings, and a north arrow. Also specify the owner's name, the site address, and the Assessor's Parcel Number. Note lot coverage calculations and set-back to property lines.
- Foundation Plan:** show dimensions and depths into bearing soil of all foundation components.
- Exterior Elevations:** show building height in feet, and indicate the difference in elevation between the highest point of the structure (not including antennas, etc.) and the highest and lowest ground elevation at the exterior foundation of the structure.
- Roof Plan:** indicate roof layout, skylights, pitches, slope directions, types of roof covering, sheathing, and underlayment.
- Construction Details:** Detail cross sections of foundation components, anchoring, structural member connections, seismic connections, and other pertinent construction details.
- Electrical, Mechanical and Plumbing Details:** *if applicable.*

PLAN CHECK PROCESS:

- Contact the Planning Division regarding set-back and lot coverage requirements. You may call then at (510) 675-5319.
- A Building Permit Application and the above information need to be submitted to Building Division.
- The Building Division will need to perform a plan check on the plans prior to issuing the building permit. To schedule an over the counter plan check, please contact the Building Division at (510) 675-5313.

FEES: Please refer to the Current Building Division Fee Schedule.

INSPECTIONS: The first inspection for patio covers is typically a footing or foundation inspection. Further required inspections are dependent on the scope of work and will be determined when the building permit is reviewed.

