



City of Walnut Creek
Development Review Services
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Submittal Requirements for Commercial Coaches

General Information

These submittal requirements apply to projects where a Commercial Coach will be used as a temporary or permanent commercial building. The structural, electrical, mechanical, and plumbing systems of commercial coaches are reviewed and approved by the Housing and Community Development Department, Division of Codes and Standards, of the State of California and are not reviewed and approved by the City of Walnut Creek. Each complying commercial coach is issued a Housing and Community Development Department (herein referred to as Department) insignia with information relating to the occupancy group, design loads, exiting, fire safety, electrical, plumbing and mechanical.

The regulations governing the design and construction of foundation systems for commercial coaches are contained in the California Code of Regulations, Chapter 2, Section 1333, under authority of Health and Safety Code Section 18551. These regulations apply throughout the state and permit manufacturers or contractors to obtain a Department "Standard Plan Approval" of foundation systems which shall be accepted by the City of Walnut Creek when the design loads and conditions are consistent with the local conditions of the site on which the commercial coach will be located. In absence of a Department "Standard Plan Approval" for the foundation system, a foundation design shall be submitted by a registered civil or structural engineer or licensed architect to address vertical and lateral (wind and seismic) load design. Consistent with State law, the City of Walnut Creek may regulate the site use, configuration and installation of the commercial coach(s) and utility services and connections.

Additional information on Commercial Coaches may be obtained from the Department of Housing and Community Development at

Division of Codes and Standards
STATE OF CALIFORNIA
1800 Third Street, Suite 260
P.O. Box 1407
Sacramento, CA 95812-1407
(916) 445-9471
(916) 327-4712 Fax

Definitions

The following definitions will apply.

- "CBC" means the California Building Code.
- "Commercial Coach" means a structure transportable in one or more sections, designed and equipped for human occupancy for industrial, professional, or commercial purposes, which is required to be moved under permit, and shall include a trailer coach as defined in Section 635 of the Vehicle Code..
- "Trailer Coach" Per Vehicle Code 635, a "trailer coach" is a vehicle, other than a motor vehicle, designed for human habitation or human occupancy for industrial, professional, or commercial purposes, for carrying property on its own structure, and for being drawn by a motor vehicle. A "park trailer," as described in Section 18009.3 of the Health and Safety Code, is a trailer coach.

Design Review

- Design Review is required for the installation of all temporary and permanent commercial coaches. Contact the Planning Division for Design Review application information. Design Review is required by the municipal code and is required to be completed prior to submitting an application for building permit.

General Requirements Building Permit Submittal

- The site plan/civil plan and the plans for construction of above grade ramps and/landing structures must be signed and stamped by a licensed architect or registered engineer, unless specifically exempted under the California Business and Professions Code.
- Submit four sets of plans and two sets of all other documents.
- Prior to issuing a permit, the applicant must obtain approvals from the Sanitary District and Fire Department.
- If the area of the trailer exceeds 500 square feet, then school district fees may apply.
- Traffic impact fees will be required to be paid prior to final of the project, unless they are specifically exempted by the Transportation Division.

Required Drawings

1. Site Plan/Civil Plan

- All existing real property lines that form the parcel on which the commercial coach will be located.
- All existing buildings.
- The proposed location of the commercial coach. Provide dimensions from building to all existing buildings and all real and assumed (per CBC requirements) property lines.
- Identify on the site plan all real and assumed property lines. Evaluate location-on-property issues from the real and assumed property lines. (The commercial coach cannot be located in an area where protection of openings is required or exterior walls must be rated due to location on property, unless these elements are evaluated by a licensed architect and specifically addressed in the design documents.)
- Zoning Set backs and dimensions
- Indicate the construction type for the commercial coach as a whole.
- Specify the occupancy group(s) for which the building was manufactured.
- Indicate whether the building is fully sprinklered
- Clear yard dimensions
- Parking layout and path of travel to the primary entrance door (see requirements for details below under architectural plans)
- North arrow
- Contour elevations
- Location, trunk size, drip line and common name for all trees regulated by City Ordinance
- Location of any existing private septic tank and associated leach field relative to property lines.

2. Architectural Plans

- Elevations of the commercial coach.
- Complete details of the disabled access parking and path of travel to the primary entrances to the commercial coach. Include complete details for the ramps and landings needed to provide access into the commercial coach. The plans must specifically detail these elements, including but not limited to the following:
 1. Disabled access parking. Provide a blowup plan view of all parking facilities using a reference from the Civil plans. On the blowup view, or from references associated with the blowup plan view, Include the layout, dimensions, stripping, signage, and surface slopes associated with the accessible parking facility. At least one space shall be a van accessible space, tow-a-way signs, and standard disabled parking signage.
 2. Path of Travel from the accessible parking stall to the primary entrance doors. Provide a blowup plan view of the path of travel using a reference from the civil plans. On the blowup view, or from references associated with the blowup plan view, include complete details of curb cuts, truncated domes, sidewalks, walkways, ramps and associated handrails and handrail extensions, slip resistant surface treatment, guardrails that would not allow a 4" sphere to pass through, landings associated with ramps and doors, strike clearances at the primary entrance doors. Show all disabled access parking to serve the new commercial coach. Include all dimensions, layout, signage and surface slopes so that it may be verified to meet Title 24.

3. Structural Plans

- Complete foundation plan for support of the commercial coach
- Complete details for the foundation system to be used to anchor and support the commercial coach.
- Complete foundation plan for the ramp and landing systems that provide the path of travel to the primary entrances to the commercial coach.
- Complete details for the ramp and decks vertical and lateral support systems, with corresponding references taken from the foundation plan.
- Complete ramp and landing framing plan.

- Complete details for the ramps and landings constructed above grade, with corresponding references taken from the framing plan. Note that all ramps and landings must be designed to support a 100 psf uniform live load in addition to the dead loads.
- Cross sections through the ramp and landing sufficient to describe the construction of these elements.
- Complete guardrail details including the connection to the ramp and landing framework.
- Structural specifications for all materials used
- Summary of any special inspection requirements per CBC
- Structural observation requirements per CBC and/or by designer