



Community Development Department
300 First Street
Woodland, CA 95695
(530) 661-5820
www.cityofwoodland.gov

ADU Preapproval Application Requirements (for Designers)

THIS HANDOUT IS A SUMMARY OF REQUIREMENTS
Additional items may be requested, subject to staff discretion.

Are you ready to submit your ADU plans for preapproval? Submit digital PDFs of the required documents to cdd-building@cityofwoodland.gov.

Preapproval Submittal Requirements:

- Designer Contact Information
 - Full Name
 - Email
 - Phone Number
 - Address
 - License Number (if applicable)
 - Website Link (if applicable)

- Industry-Standard Plan Set, including:
 - Cover Sheet with designer contact information
 - Watermarked elevations and floorplan for website (optional)
 - Placeholder Sheet for Future Site Plan
 - Architectural Elevations (2 or more elevation options encouraged)
 - Floor Plan
 - Foundation Plan (Multiple options are encouraged. Additional considerations may be needed for flood hazard area)
 - Structural Plans
 - Mechanical, Plumbing, and Electrical Plans
 - Photovoltaic Plans
 - Fire Sprinkler Plans
 - Required if the primary residence has fire sprinklers. Must be submitted to the Fire Department for review but may be deferred to permit submittal.

*Plans must be scaled, dimensioned, signed by the designer, and stamped by a licensed design professional.

- Building Materials Sheet, including:
 - Material Types
 - Color Options
 - Exterior Features and Fixtures

- Structural Load and Lateral Calculations
- Truss calculations, if using trusses
- Energy Calculations for all orientations
- Specifications and Supplemental Reports

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If you have questions, please call the Community Development Department at (530) 661-5820. Our office is located at 300 First Street, Woodland, CA 95695