



City of Oceanside
Building Division
300 N. Coast Hwy
Oceanside, Ca 92054
760-435-3950

Minimum Submittal Requirements For New Single Family Residential Heating and Cooling Systems

In order to obtain a permit for the installation of a new ducted heating or cooling system, three copies of the following is required:

1. The title sheet must include a plot plan and the job site address, owners name, telephone number, written scope of work and signature of person that prepared the plans. If more than one page of plans is being submitted, provide page numbers. Example: Page 1/3, 2/3 and 3/3. The minimum plan submittal page size is 18"x24".
2. The title sheet must include the code cycle that the project will comply to. Example: "This project complies with the 2010 CRC, CPC, CMC, CEC and 2010 Energy Regulations and Manufacturer's Installation Instructions."
3. The title sheet plot plan showing the location of all buildings on the lot. The plot plan must be large enough to be legible and be created with straight lines and block letters. All setback dimensions from buildings to property lines must be accurately stated. Show electrical and gas meter locations. Show the locations of the vent termination and the A/C condenser.
4. Provide a complete floor plan with each room labeled and the following:
 - a) The location of the new forced air furnace.
 - b) Equipment make and model numbers.
 - c) The input BTU's and the stated efficiency.
 - d) The size and location of the equipment being removed.
 - e) Include the installation of a new gas line including the developed length, size material type. If a new gas line is an extension of an existing gas line, provide an isometric drawing showing all existing equipment and BTU's with pipe sizes and developed lengths. Specify the gas pipe material and general location. Example: "Schedule 40 steel pipes installed in attic."
 - f) Provide a light, passageway and platform for units installed in under-floor or attic spaces. Show the height of the attic, attic access size and location.
 - g) Installations that add loads to structural components such as ceiling joists, trusses or roof rafters must be submitted with structural information.
 - h) Provide an electrical utility plan that shows the installation of a dedicated electrical outlet for the forced air furnace, the electrical service amperage and condenser feeder and breaker sizes. Electrical load calculations may be required.
 - i) Equipment models that produce condensate must show a proposed drain termination point to sanitary sewer.

j) Provide the following note on the plans: "One copy of the manufacturer's installation instructions shall be on site at the time of inspection."

HVAC Equipment Sizing. (Two copies required) ACCA Manual J-2003 calculation package shall be based on the orientation of the home on the building lot for custom homes. Calculations shall show the size of the appliances: furnace and air conditioner condenser. Include the performance data for the equipment used. Note: Manual J requires that ACCA Manual S be used for the equipment selection.

Duct Sizing. (Two copies required) ACCA Manual D calculations are required for each new installation. These calculations and layout sheets will need to be on site at time of mechanical rough inspection. The layout sheets will need to show all duct locations and sizes, register sizes, return-air opening sizes, duct run length and duct sizes. Limited changes to this plan will be allowed in the field but approval of these field changes will be solely at the discretion of the field inspector.

Plan Review. Duct designs may be submitted on ACCA worksheets or by using ACCA approved software choices compliant with ACCA Manual D-2002.