Submittal documentation may include, but not limited to the following:
(Deferred items are not allowed unless approved by the Building Official)

Number of submittal plan sets and document copies required:

- ☐ 3 Complete sets of Plans for Third Party (1 for Building Services and 2 for Third Party)
- ☐ 2 Complete sets of Plans
- ☐ 4 Extra Site & Floor Plan Sets
- ☐ 2 Copies of All Other Documents (truss calcs, engineering calcs., energy calcs., etc.)

All plan sheets shall indicate:

- ☐ Name of architect/designer and contact information
- ☐ Wet stamp and sign all plan sheets
- ☐ Scale
- ☐ Date
- ☐ Project location
- ☐ Owners name
- ☐ Plan title
- ☐ Sheet #

Cover sheet/Plot plan to include:

- ☐ Design Criteria (snow load, basic wind speed and wind exposure, SDC and site class)
- ☐ Wildland Urban Interface Requirements if applicable
- ☐ Plan Index
- ☐ Scope of Work
- ☐ Applicable Building Codes/Code Analysis

Typical plan sheets:

- ☐ Site/Plot plan (With Storm Water Management Plan and Grade Elevation Contour Lines With Elevations indicated)
- ☐ Storm Water Management Plan
- ☐ Floor plan and/or Existing Floor Plan
- ☐ Foundation plan
- ☐ Floor Framing plan
- ☐ Ceiling Joist plan
- ☐ Elevations (With Energy compliance details demonstrating insulation method for exterior walls and roof deck insulation)
- ☐ Electrical plan
- ☐ Roof Framing
- ☐ Structural/Construction details
- ☐ Fire Sprinkler plan, Calculations
- ☐ Water Purveyor Letter for Fire Sprinklers
- ☐ CAL Green Requirements
- ☐ Modular/Manufactured Homes; requires information specific for the project to be hi-lighted: marriage line, foundation plan, information specific to the project to be hi-lighted in the Installation Manual
- ☐ Waste Management Plan forms (completed at submittal)
- ☐ Wildland Urban Interface Requirements if applicable (Incorporate requirements into plans)

Typical Additional Project Associated Documents:

- ☐ Structural calculations
- ☐ Truss calculations and engineer approval letter
- ☐ Energy compliance forms
- ☐ 20% Disproportionate Accessibility Cost Worksheet

- ☐ **OK for Submittal   Inspector_____ Date _____**