



Building Division
69825 Highway 111
• Phone (760) 202-9253 • FAX (760) 324-8169 •

BUILDING DIVISION REQUIREMENTS FOR PLAN REVIEW SUBMITTAL

DOES NOT INCLUDE PLANNING & ENGINEERING. PLEASE SUBMIT TO THEM SEPARATELY

APPLICANT: _____

JOB ADDRESS: _____ **DATE:** _____

JOB DESCRIPTION: _____

CHECK LIST FOR REQUIRED ITEMS FOR PLAN REVIEW SUBMITTAL:

- 2 SETS WET-SIGNED PLANS - COMMERCIAL (Electric load calculations & single line HVAC & electrical diagrams & Plumbing isometrics.)
- 1 SET COMMERCIAL FIRE PLANS
- 2 SETS WET-SIGNED PLANS – RESIDENTIAL (Electric load calculations & single line HVAC & electrical diagrams & Plumbing isometrics.)
- 2 SET RESIDENTIAL FIRE SPRINKLER PLANS
- 1 ASSESSOR’S SET COMMERCIAL OR RESIDENTIAL – ASSESSOR REQUIRE COVER SHEET, SITE PLAN & FLOOR PLAN (Must have at submittal)
- 2 SETS WET-SIGNED ENERGY CALCULATIONS (Climate Zone 15)
- 2 SETS WET-SIGNED STRUCTURAL CALCULATIONS (85 MPH WIND SPEED, EXPOSURE C)
- 2 SETS WET-SIGNED TRUSS CALCULATIONS (Unless conventional framed system)
- LETTER OF ACCEPTANCE FOR TRUSSES FROM ENGINEER OF RECORD

REQUIRED APPROVALS & PAID FEES PRIOR TO BUILDING PERMIT ISSUANCE:

- SCHOOL FEES (OBTAIN FORM FROM THE CITY) (760-202-9253)
- PLANNING APPROVAL (760-328-2266)
- ENGINEERING APPROVAL (760-770-3224)
- FIRE MARSHAL DEPARTMENT- JACQUELINE PALMIERI (760-324-4511 X307)
COMMERCIAL, INDUSTRIAL, CONDOMINIUMS & APARTMENTS
- HEALTH DEPARTMENT - (RESTURANTS AND FOOD SERVICE, 760-320-1048)
(SEPTIC SYSTEM APPROVALS, 760-863-7000)

NOTE: POOL, SPA, AND BLOCK WALLS ARE ALL SEPARATE PERMITS.