

# BUILDING DEPARTMENT COMMERCIAL PLAN SUBMITTAL CHECK LIST

- DATE RECEIVED: \_\_\_\_\_
- SITE PLAN NO.: \_\_\_\_\_
- SITE ADDRESS \_\_\_\_\_
- A. P. N.: \_\_\_\_\_

TOTAL PLANS NEEDED (5) BUILDING (2) IMPROVEMENT	Date Routed	Date Received	Additional Comments
<b>1. Building Department:</b> One (1) Complete set of plans excluding Truss, Energy and Structural Calcs. One (1) Improvement Plan for reference One (1) Soils Report			
<b>2. Plan Check:</b> Two (2) complete sets of EVERYTHING <b>***WET STAMPED:</b> Building Plans; Energy calcs, Structural calcs and Truss calcs (if applicable) One (1) Improvement Plan for reference <b>***Or State "Preliminary" "For Plan Check Only" or            "Not for Construction"</b> One (1) Soils Report			
<b>3. Planning Department:</b> One (1) Complete set of plans excluding Truss, Energy and Structural Calcs.			
<b>4. Engineering:</b> One (1) Title sheet ONLY showing Occupancy group and square footage  <b>**Please contact the Engineering Division directly            for SEPARATE CIVIL submittal**            (209)357-6338 OR (209)357-6347</b>			
<b>5. Fire Department:</b> One (1) set of Building Plans excluding Truss, Energy and Structural Calcs.			