



BUILDING & SAFETY COMMERCIAL PLAN SUBMITTAL STANDARDS

(Applies to New Structures or New Additions to Existing Buildings)

NOTE: DUE TO SITE SPECIFIC CONDITIONS, ADDITIONAL INFORMATION MAY BE REQUIRED.

- ___ **Title Sheet Information:** Provide project address, Assessors Parcel Number (APN), scope of work, proposed project square footage, current applicable California Building Code(s), occupancy group and division, type of construction, fire sprinkler requirements, special inspection(s) requirements and name and contact information of associated professionals for this project.
- ___ **Site Plan:** Provide vicinity map, parcel footprint, street(s) identification. Provide existing and proposed use of structures, existing and proposed structure(s) dimensions to: property lines, other existing structures **and** to existing or proposed slopes (if applicable). Provide location of utility services (water, sewer, septic gas, LPG, electrical), finish floor elevation, earth contours, drainage flow, creek(s) locations, tree(s) locations (whether specimen is native or non-native), utility and road access easements, existing or proposed parking stall locations, site accessibility features, North arrow, plan scale (example: 1/8" = 1'-0").
- ___ **Foundation Plan:** Provide dimensioned foundation plan, dimensioned detail of existing and proposed footing(s) with size and placement of reinforcement, provide proposed slab thickness and reinforcement, specify vapor barrier or equivalent, specify size and placement of structural anchors, retro-fit hardware and hold-downs, provide size, type and spacing of floor joists or sleepers.
- ___ **Floor Plan:** Provide dimensioned floor plan, existing and proposed room(s) use, dimensioned interior wall partitions and location, size and type of existing and proposed doors and windows. Provide existing and proposed locations of required exits, exit lights, disabled accessibility features and construction reference detail(s).
- ___ **Roof Plan:** Provide proposed location and configuration of roof slopes, ridges, crickets, parapets (dimensioned detail of parapet, if applicable), attic ventilation and chimneys. Specify roof pitch and roofing material(s).
- ___ **Floor / Roof Framing Plan:** Provide size, grade and configuration of floor joists, girders, rim joists (with blocking detail), roof rafters, ceiling joists, beams, door and window headers, shear walls and columns. Specify type of connections and drag load detail(s), if applicable. Specify zone nailing, if required.
- ___ **Exterior Elevations:** Provide elevations that detail vertical dimensions of existing or proposed wall(s), projections, door(s) and window(s). Specify architectural features, existing or proposed wall and roof material finishes and ventilation locations.
- ___ **Building sections:** Provide dimensioned full-height and width "cross-cut" building sections with room identification. Specify fire resistive wall assemblies and construction details.
- ___ **Schedules:** *Windows:* specify size, configuration, type of glazing, window type (e.g. casement, single hung etc.). *Doors:* specify size, type, fire-rating (if applicable), type of hardware (e.g. self-closer, lever handles, etc.) *Walls and Ceilings:* specify finish materials and coatings. *Shear Walls:* specify plywood type **and** thickness, nailing pattern **and** size of fasteners, size of sills **and** edge framing, sill nailing pattern **and** size of fasteners.
- ___ **Mechanical Plan:** Provide location, size and type of HVAC registers and equipment, size and layout of duct system, exhaust fans, equipment specifications and schedules.
- ___ **Plumbing Plan:** Provide location, size and type of proposed plumbing fixtures and appliances. Provide size and type of water supply, DWV system, gas piping plan (isometric drawing required when multi story) and water conservation notes.
- ___ **Electrical Plan:** Provide location and type of light fixtures, switches, outlets, single-line wire diagram, panel with load schedule, distribution and main panels with ampere rating, if applicable.
- ___ **Energy conservation:** Provide location, type and R-value of insulation, current compliance documentation and mandatory features.
- ___ **Structural:** *IF APPLICABLE*, provide (2) sets each of: a recent soils report, no older than one year **or** an out-of-date soils report **with** a current, wet signed and stamped update letter, pre-fabricated truss calculations, pre-fabricated braced wall panel specifications, pre-engineered wood products with project specific engineering, wet stamped and signed structural calculations from a State of California licensed engineer or architect for non-exempt structures. (Per State Business & Professions Code)

REMARKS: _____

