



Building Division RESUBMITTAL CHECKLIST

Permit # _____ Bin # _____
Address _____

This Resubmittal Checklist shall be completed by the applicant, signed, and included with the next plan check resubmittal. The items below are to be included in the submittal along with any redlined plans that were returned to you. Omission of any required items below will be considered an incomplete submittal and will not be accepted.

NUMBER OF PLANS TO BE RESUBMITTED _____

PLAN CHECK ACTIVITY: 2nd 3RD Meeting Other _____

If the plans are not approved after the 3rd plan check, a meeting with your Building plans examiner is highly recommended. Note that hourly plan review fees will apply for any plan check past the 3rd.

Must return (2) copies of:

- Structural Calculations
- Title 24 Energy Calculations
- Trusses
- Soils reports/Tests

Must return the following redlines:

- Building
- Fire
- Planning
- Development Services

CIRCLE ONE:

| Checklist | APPLICANT | STAFF |
|---|-----------|-------|
| Response Letter to Corrections | | |
| • One letter for each department with corrections | Y N N/A | |
| Title Sheet: | | |
| • Verify Sheet Index | Y N N/A | |
| • Verify all sheets have been signed by the person responsible for their preparation | Y N N/A | |
| Site Plan | Y N N/A | |
| Floor Plan | Y N N/A | |
| Foundation Plan | Y N N/A | |
| Framing Plan | Y N N/A | |
| Electrical Plan | Y N N/A | |
| Plumbing Plan | Y N N/A | |
| Mechanical Plan | Y N N/A | |
| Cal Green Mandatory Measures | Y N N/A | |
| (2) Sets of Title 24 Energy Calculations | | |
| • Previous and Revised calculations as applicable | Y N N/A | |
| (2) Sets of signed Structural Calculations | Y N N/A | |
| (2) Sets of Soils Reports | Y N N/A | |
| (2) Sets of Soil Percolation Tests for proposed septic installations | Y N N/A | |
| (2) Sets of Trusses: Reviewed and signed by E.O.R. and Truss Designer. (If deferred, Truss Submittal Deferral shall be on Title Sheet) | Y N N/A | |

I, the undersigned, have understood the above information, verified each item is included in the resubmittal package and that the plans are complete and eligible for plan check resubmittal.

APPLICANT NAME _____ SIGNATURE _____