



**City of Corona
Community Development Department
Building Division**

**SUBMITTAL REQUIREMENTS
for
TRACT DEVELOPMENTS & SINGLE-FAMILY
DWELLINGS**

Omission of any required items listed below will result in refusal of plans for plan check. All projects shall include the “Development Plan Review” (DPR) number on the plans.

1. Submit five (5) complete sets of plans including: *
 - A. Plot plan with property line dimensions and location of the building and any other structures including the room addition (see Sample Plot Plan).
 - B. Vicinity Map
 - C. Foundation plan
 - D. Floor plan
 - E. Ceiling & Roof Framing plan
 - F. Provide the following design criteria/project data on the Title Sheet: Scope of Work, Zoning, Occupancy Group, Type of Construction, Square Footage, Height, Number of Stories, Fire Sprinklers, Fire Hazard Severity Zone, Fuel Modification Zone, Flood Zone, and Deferred Submittals.
 - G. Building Elevations.
 - H. Electrical Plan: (Electrical Service shall be underground, C.M.C 15.60).
 - a. For a new service location, verification of service zone is required. * If the Department of Water and Power is providing you with electrical service, an additional set of plans will be required at the time of submittal. Please visit <https://cityofcorona.maps.arcgis.com/apps/SimpleViewer/index.html?appid=c787ca9470c84fc091cf54c30c626dca> for service verification. Contact Curtis Showalter at 951-279-3766 if within City of Corona Electrical Service Zone. If electrical service is not provided by the City of Corona, contact Edison at 909-930-8540.
 - b. Panel Location
 - c. Lighting & Layout Plan
 - d. Circuit Schedule & Demand Load
 - I. Provide plumbing isometrics for all water, drainage & gas piping
 - a. Water & Drainage fixture unit calculations (DFU's & WFU's) for sizing of the water service, meter, and branches.

- b. Include pipe size & material.
- J. Provide a mechanical plan:
 - a. Location of all registers (supply & return)
 - b. Size, location, & manufacturers specifications for all equipment.
- K. Provide two (2) sets of Title 24 Energy Calculations (8 ½ x11) . Compliance forms shall appear on the plans.
- 2. Provide (2) sets of stamped and signed structural calculations.
- 3. Provide (2) sets of stamped & signed Truss Calculations (can be a deferred submittal).
- 4. Provide (2) sets of Soils Reports.
- 5. Provide (2) sets of Soil Percolation Test for proposed septic systems (if applicable).
- 6. Provide (5) sets of development Plan Review (DPR) comments.
- 7. The City of Corona has adopted the California Green Building Code Mandatory Measures. Compliance documentation shall appear on the plans.
Note: Waste Management *must* be used as the construction and demolition waste and recycling hauler per the City's franchise agreement.
- 8. Separate permits are required for Patio Covers, Pools, fencing, etc. Check with your Permit Technician for specific items.
- 9. Comply with Corona Burglary Ordinance #15.52 (copies available at front counter).
- 10. Plan Check fees to be paid at time of submittal. Refer to fee schedule available on the city website.
- 11. All contractors and sub-contractors must show proof of State and City licenses and shall comply with section 3800 of the Labor Code regarding Workers' Compensation.
- 12. Call Corona-Norco School District for school fees (951-736-5045 x13118).

SEE OTHER DEPARTMENTS FOR ADDITIONAL FEES

PLAN REVIEW TIMES:

First Submittal: 10 Business Days

All Subsequent submittals: 5 Business Days

All new submittals and resubmittals incur an additional 1 business day for routing to plan review and 1 business day after the review is complete for processing. Once plans are approved, allow the Building Division up to 3 business days to prepare for permit issuance.

CITY OF CORONA, CITY HALL

400 S. Vicentia Ave.

Corona, CA 92882

Phone: 951-736-2250

Fax: 951-739-4893

www.CoronaCA.gov