

# COMMERCIAL PLAN CHECK LIST

- \_\_\_ 1. NEW PROJECTS: **THREE** complete sets (18" x 24"), **Plus one full reduced set, and one reduced set of site plan and floor plan only (11" x 17")** . Provide a Building Code Data Legend on the Title Sheet.

Including the following code information for each building proposed: 1) **Occupancy Group** 2) **Description of Use** 3) **Type of Construction with:** a. Square footage breakdown and b. List any deferred submittals

- \_\_\_ 2. REMODELS: **THREE** complete sets, **Plus one reduced set of site plan and floor plan only**. (See "New Projects" above for size requirements)
- \_\_\_ 3. REVISIONS: **THREE** sets of plans, **Plus one reduced set of floor plan and site plan, only if exterior changes have occurred**. (See "New Projects" above)
- a. Revised areas shall be highlighted or clouded
  - b. Location of items revised shall be noted
- \_\_\_ 4. All sets of plans must show physical address, APN, Owner's name, business or tenant's name.
- \_\_\_ 5. ADA and California Disabilities Act addressed on plans
- \_\_\_ 6. Plans must be wet stamped with signatures by California Licensed Architect and Engineer for all new construction and major alterations.
- \_\_\_ 7. **All plans that require a new electrical meter or relocation of a meter shall have Sierra Pacific Power stamp all three sets of plans prior to submittal.**
- \_\_\_ 8. TRPA Stamps (New or additional coverage, exterior changes)
- \_\_\_ 9. STPUD stamps (sewer, water, or plumbing is involved)
- \_\_\_ 10. Fire Marshall worksheet (Fire Sprinkler, Fire Alarm & defensible space review requirements)
- \_\_\_ 11. Commercial Property Owner Verification approves all changes to the property.
- \_\_\_ 12. Completed building permit application
- \_\_\_ 13. El Dorado County Environmental Health (restaurants, massage, spas & swimming pools)
- \_\_\_ 14. Two sets of Engineering (wet stamped and signature, showing project physical address.
- \_\_\_ 15. Two sets of signed Title 24 (including heat & lighting calcs. – 4.0, showing physical address)
- \_\_\_ 16. Two sets of equipment specs (restaurants, Dr.'s offices, etc.)
- \_\_\_ 17. Completed commercial improvement permit (from Planning, if applicable)