

Commercial Grading & Drainage with Utilities Building Permit Process

Case Prefix: BLD

Public Version

Notes:

First Review Period:

- 10-15 working days.

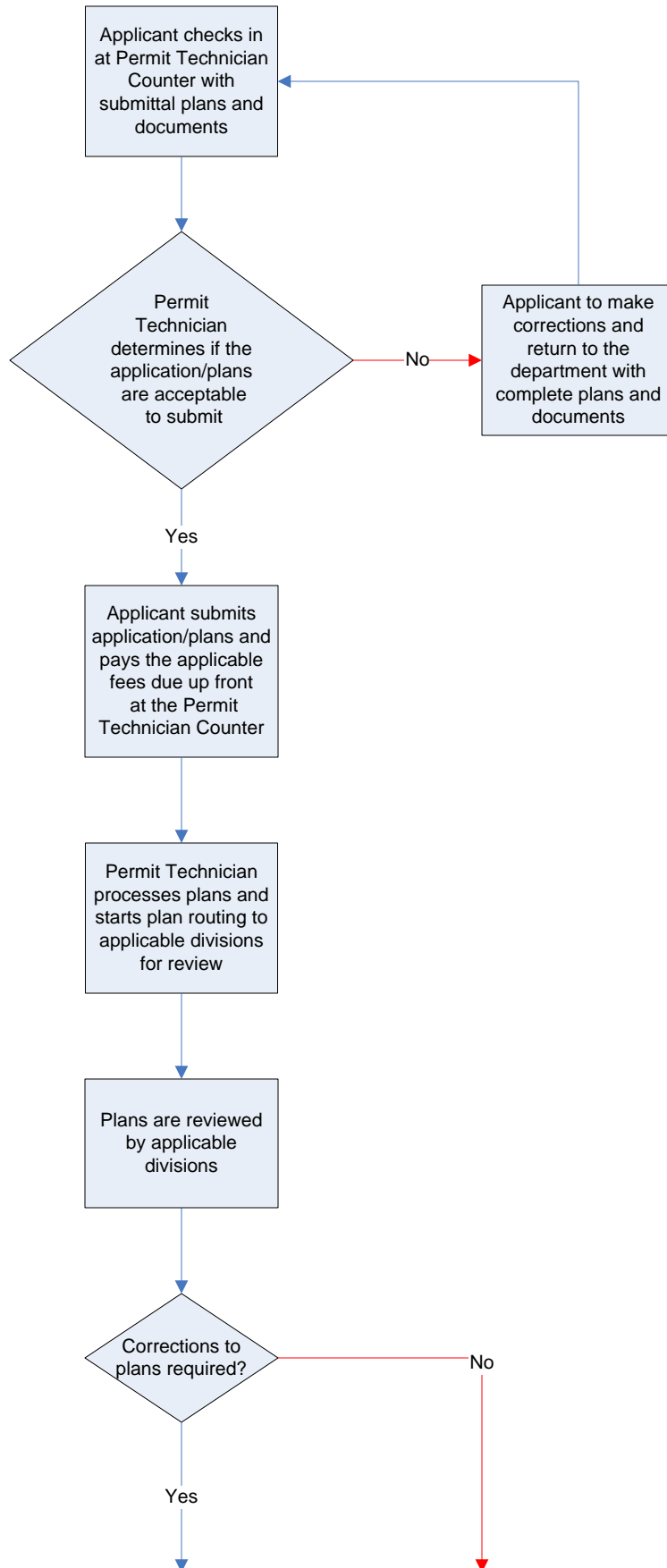
- All required Planning approvals must be obtained prior to submitting for a Building Permit.

- A separate Erosion & Sediment Control Permit is required. Separate Electrical, Plumbing, or Mechanical Permits are required once the Building Permit is issued and are to be obtained by a licensed contractor.

- Separate Fire Sprinkler Permit for underground piping is required if applicable.

Required Submittal Documents:

- Commercial Grading & Drainage with Utilities Application
- Commercial Grading & Drainage with Utilities Submittal Checklist
- Plans & Documents (Refer to Intake Checklist for requirements)



Notes:

- Divisions that could review the plans, depending on the project scope, include:

- 1) Planning Land Division
- 2) Public Works Addressing
- 3) Public Works Sewer Rating
- 4) Public Works Environmental
- 5) Public Works Sewer Design
- 6) Public Works Solid Waste
- 7) Public Works Street Lights
- 8) Public Works Drainage
- 9) Public Works Flood Plain
- 10) Public Works Hillside
- 11) Public Works Geothermal
- 12) Design Review Planning
- 13) Current Planning
- 14) Erosion & Sediment Control
- 15) Plumbing
- 16) Building Plan Review
- 17) Fire Plan Review

- Where applicable, one set of plans and structural calculations may be routed to an outside structural engineer firm for structural review. (Such as for required shoring).

Notes:

- Review of resubmittal documents by all applicable divisions is approximately 5-10 working days.
- Corrected plans and documents may be required multiple times until full compliance.
- Additional review fees will apply on the third resubmittal.

Notes:

- Inspections by Public Works staff and Planning & Development Services staff are required at various stages throughout construction.
- If required, special inspection shall occur with appropriate reports submitted to the City.
- If there are other related trade permits, inspections for these are also required.
- The Structural/Building Final Inspection should always be the last inspection requested for final approval.

