THE CITY OF SAN DIEGO

JUNE 2015

LAND DEVELOPMENT MANUAL

Volume I, Chapter 1

Project Submittal Requirements

Section 2

Construction Permits – Structures (Commercial, Industrial, Multi-Family, etc)

DEVELOPMENT SERVICES DEPARTMENT

1222 FIRST AVENUE, MS 301, SAN DIEGO, CA 92101-4101

CALL (619) 446-5300 FOR APPOINTMENTS AND (619) 446-5000 FOR INFORMATION

Visit our web site at www.sandiego.gov/development-services

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Section 2

Construction Permits – Structures
(Commercial, Industrial, Multi-Family, etc.)

Introduction

Construction permit review is a review of construction plans. The review is ministerial in that the permit is approved if the regulations are met, or denied if the regulations are not met. This section covers submitted construction permit applications that are issued for the construction or improvements to buildings and other structures. **Note:** A Building Permit for a construction permit application must be issued within one year of the deemed complete date (LDC Section 129.0211).

Prior to beginning the preparation of a construction permit submittal, refer to the Important Steps to Project Approval in Section 1 of this Manual for essential information that can save you time in the project submittal process. Section 1, Guide to the Project Submittal Process, will identify those projects which may be reviewed over-the-counter, as well as provide information to help you determine if other permits are required prior to the submittal for a construction permit.

Submittal Requirements

The Submittal Matrix and the Minimum Submittal Requirements Checklist found in this section identify the forms, documents and plans that are required for building permits, electrical permits (not associated with a building permit), and plumbing/mechanical permits (not associated with a building permit). The plan quantities indicated on the Submittal Matrix are estimated based upon project type. To establish exact quantities prior to submittal, phone (619) 446-5300 to schedule a pre-submittal meeting. At the pre-submittal meeting, staff will review the plans/documents and determine the number of copies needed for distribution. The Submittal Requirements Checklist provides a detailed description of what the content of each of the required forms, documents, and plans must be. All items noted in the checklist must be provided unless not specifically required by the Submittal Matrix or the Checklist.

The Municipal Code permits certain uses with limitations. These are identified as a "limited" ("L") use in the Use Regulations Tables in Chapter 13, Article 1, Divisions 1-6 (Base Zones). These limitations may restrict uses to certain locations or may be subject to compliance with supplemental regulations. In most cases, compliance with the limited use regulations is reviewed concurrently with an application for a building permit.

LAND DEVELOPMENT MANUAL PROJECT SUBMITTAL PROCESS

Section 1	Guide to the Project Submittal Process
Section 2	Construction Permits – Structures
Section 2A	Single Dwelling Unit/Duplex/Townhomes and Accessory Structures
Section 3	Construction Permits - Grading and Public Right-of-Way
Section 4	Development Permits/Approvals
Section 5	Subdivision Approvals
Section 6	Policy Approvals

Completeness Review

It is necessary to evaluate all projects being submitted to ensure that all of the required information is provided in order to review the project. This is known as the Completeness Review. In most cases the completeness review may be done while you wait. Once it is determined that your submittal documents are complete and the appropriate plan check fees are paid, your application is deemed complete and your project is distributed for review.

Complex projects (identified below) and projects requesting express plan check may need to go through a submitted completeness review. The submitted completeness review allows staff more time to review the plans/documents for the required details, customize the number of copies needed and set up the project for review. The submitted completeness review typically takes (5) working days. Provide one copy of all plans/documents as identified in the Submittal Requirements Matrix for submitted completeness review. After the completeness review, staff will notify the applicant via E-mail whether the application is ready for full submittal or whether additional information/clarification is required.

Complex Projects Requiring Submitted Completeness Review:

- multi-plex theaters/auditoriums
- Multiple Dwelling Units, with or without a parking structure, 4- to 6-stories
- non-residential buildings, with or without a parking structure, 3- to 6-stories
- parking structure 5- to 6-stories
- shopping malls
- Hi-rise buildings
- Partial permits for any of the above projects (See "Partial Projects")
- Phased Development
- Express Projects

Partial Projects

Submittal of partial permit projects (see Building Newsletter 1-5) is allowed for the following:

- Footings and slab on grade
- Foundation and walls below the podium slab when the building supported by the podium slab is of wood construction
- Complete foundation and framing system only

Submittal of partial permits other than those listed above must have prior approval by a Structural Engineering Senior. This approval may be obtained through a Preliminary Review process (see Information Bulletin 513 "Preliminary Review").

Guaranteed Second Opinion

If for any reason you disagree with the results of your completeness review, just want some confirmation or to voice a concern, ask for a second opinion. We guarantee a second opinion upon request.

Active Project Management

An Active Project Manager will be assigned to projects when an applicant requests a customized review or approval process. It is to be noted that assigning an Active Project Manager will not guarantee the request will be allowed to proceed.

Applicants also have the option of requesting an Active Project Manager to be assigned to their project. All requests should be submitted and approved prior to acceptance of any construction documents. To request an Active Project Manager, please contact Project Management Workload Manager by calling (619)557-7998.

This service requires a deposit into a Deposit Trust Fund account. For more information regarding Project Management Services and related fees, see Information Bulletin 501.

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Submittal Requirements Matrix
Construction Permits – Structures

See Minimum Submittal Requirements Checklist, Construction Permits - Structures for detailed submittal requirements. Note: Some documentation and plan information may be combined into single documents or shown on the same plans if the required information is clearly identified.

The plan quantities indicated are estimated based upon approval type. To establish the exact number of copies needed prior to submittal, phone (619) 446-5300 to schedule a pre-submittal meeting.

APPROVAL TYPE	SUBMITTAL REQUIREMENTS (See Legend at Bottom of Page)																	
	1.0 General Application Package	2.0 Historical Resources Information	3.0 General Requirements - All Plans	4.0 Site Plan Package	5.0 Architectural Package	6.0 Structural Package	7.0 Mechanical/Plumbing Plans	8.0 Electrical Plans	9.0 Landscape Construction Package	10.0 Title 24 Energy Documentation	11.0 Structural Calculations	12.0 Truss Calculations and Plans	13.0 Geotechnical Investigation Report	14.0 Smoke Control Report	15.0 Fire Alarm	16.0 Fire Sprinkler	17.0 Other Technical Studies	18.0 Fees [501]
BUILDING PERMIT (129.0202)																		
Accessory Structure (Retaining Wall, Fence, etc.)	1	(1*)	✓	4	4	4			(4)		(1)		(2)				(1*)	✓
Commercial Modular (Coach)		See Information Bulletin 240 "How to Obtain a Permit for Commercial Coaches"																
Commercial Tenant Improvement/Interior Alteration	1	(1*)	✓	6	6	(6)	(6)	(6)		(1)	(1)				(1*)	(1*)	(1*)	✓
Complex Projects (for description of complex projects see page 2-2)	1	(1*)	✓	1	1	1	(1)	(1)	(1)	(1)	(1)	(1)	(2)	(1)	(1*)	(1*)	(1*)	✓
Non-Residential Buildings (New)	1	(1*)	✓	12	12	12	(12)	(12)	(12)	(1)	(1)	(1)	(2)		(1*)	(1*)	(1*)	✓
Non-Residential Buildings (Addition)	1	(1*)	✓	8	8	8	(8)	(8)	(8)	(1)	(1)	(1)	(2)		(1*)	(1*)	(1*)	✓
Parking Lots (adding 4 or more parking spaces) (142.0505, 142.0402)	1	(1*)	✓	4					4									✓
Partial Permits (Foundations, Structural Frame) (Building Newsletter 1-5)	1	(1*)	✓	10	10	10	(10)	(10)	(10)	(1)	(1)	(1)	(2)		(1*)	(1*)	(1*)	✓
Relocated Structure (129.0220)	1	(1*)	✓	6	6	6			(6)				(2)		(1*)	(1*)	(1*)	✓
Residential - Multiple Unit Dwellings (New)	1	(1*)	✓	13	13	13	13	13	(13)	1	(1)	(1)	(2)		(1*)	(1*)	(1*)	✓
Residential - Multiple Unit Dwellings (Addition)	1	(1*)	✓	9	9	9	9	9	(9)	1	(1)	(1)	(2)		(1*)	(1*)	(1*)	✓

LEGEND: 1 = Number of Copies Required (1) = Number of Copies Required if project meets the conditions as identified within the Minimum Submittal Requirements Checklist
✓ = Applies to all Plans required (1*) = Additional set of construction plans is required in addition to the minimum quantity shown under item 4.0 through 8.0
(142.0402) = Land Development Code Section Reference

Sidewalk Café (141.0621)	See Information Bulletin 523, "How to Obtain a Permit for Sidewalk Café"

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Submittal Requirements Matrix
Construction Permits – Structures

APPROVAL TYPE	SUBMITTAL REQUIREMENTS (See Legend at Bottom of Page)																	
See Minimum Submittal Requirements Checklist, Construction Permits - Structures for detailed submittal requirements. Note: Some documentation and plan information may be combined into single documents or shown on the same plans if the required information is clearly identified. The plan quantities indicated are estimated based upon approval type. To establish the exact number of copies needed prior to submittal, phone (619) 446-5300 to schedule a pre-submittal meeting.	1.0 General Application Package	2.0 Historical Resources Information	3.0 General Requirements - All Plans	4.0 Site Plan Package	5.0 Architectural Package	6.0 Structural Package	7.0 Mechanical/Plumbing Plans	8.0 Electrical Plans	9.0 Landscape Construction Package	10.0 Title 24 Energy Documentation	11.0 Structural Calculations	12.0 Truss Calculations and Plans	13.0 Geotechnical Investigation Report	14.0 Smoke Control Report	15.0 Fire Alarm	16.0 Fire Sprinkler	17.0 Other Technical Studies	18.0 Fees [501]
Spray Booth	1	(1*)	✓	5	5	(1)					(1)				(1*)	(1*)		✓
Temporary Construction Permit (129.0117)	1	(1*)	✓	7	7	7	(7)	(7)			(1)							✓
DEMOLITION/REMOVAL PERMIT (129.0502)	See Information Bulletin 710 "Permit Instructions/Procedures for Building Demolition/Removal"																	
ELECTRICAL PERMIT (not associated w/Building 0Permit) (129.0302)	1	(1*)	✓	2	(2)			2										✓
Electrical Vehicle Charging System	See Information Bulletin 187, "How to Obtain a Permit for Electrical Vehicle Charging Systems"																	
Solar Photovoltaic System	See Information Bulletin 301, "How to Obtain a Permit for Solar Photovoltaic Systems"																	
LIMITED USES (not associated w/Building Permit) (123.0302):																		
Adult Entertainment Establishments	See Information Bulletin 144, "Adult Entertainment Establishments"																	
Alcoholic Beverage Outlets	See Information Bulletin 143, "Permitting Requirements for Alcoholic Beverage Establishments"																	
PLUMBING/MECHANICAL PERMIT (not associated w/Building Permit) (129.0402)	1	(1*)	✓	2	2		2											✓
SIGN PERMIT (129.0802)	See Information Bulletin 111, "General Procedures Sign Plan Check to Permit Issuance"																	

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(142.042) = Land Development Code Section Reference

TEMPORARY USE PERMIT (123.0401)	See Information Bulletin 533, "How to Obtain a Temporary Use Permit"
FIRE ALARMS	See Information Bulletin 137, "How to Obtain a Permit for Fire Alarm Systems"

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Submittal Requirements Matrix
Construction Permits – Structures

APPROVAL TYPE	SUBMITTAL REQUIREMENTS (See Legend at Bottom of Page)																	
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FIRE SPRINKLERS	See Information Bulletin 139, "How to Obtain a Permit for Fire Sprinkler Systems"																	

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Minimum Submittal Requirements Checklist
Construction Permits – Structures

This checklist supplements the Submittal Requirements Matrix. The Submittal Requirements Matrix establishes the documents/plans that are required and the minimum quantity that must be provided, based upon the approval you are applying for. Acceptance of projects for review by the City of San Diego depends upon the accuracy and completeness of the submitted plans and documents. This Minimum Submittal Requirements Checklist establishes the minimum details that must be included in all plans and documents required by the City. Staff will review your documents against this checklist. The design professional should use this checklist when preparing project packages for review. Plans or documents missing any of the required detail will not be deemed complete (accepted into plan check). Additional information or clarification may be requested during the review process or prior to permit issuance.

Where the word "**Conditional**" appears before the document and/or detail, this information will be required if those conditions are applicable to the proposed project. Where the word "**Recommended**" appears before the document and/or detail, the information is provided as a suggestion for improving the review process and is not required to accept your project for review. However, the recommended items may be a plan check correction item and required to be submitted for subsequent reviews. It is recommended that you provide the documents and information to reduce the number of review cycles. All other detail are required unless not applicable to your project.

Item No.	Requirements
1.0	**GENERAL APPLICATION PACKAGE**
1.1	**General Application (DS-3032)**
1.2	**Conditional - Water Meter Data Card (DS-16)**: Must be completed and submitted for any project that includes new plumbing fixtures or in the case of commercial construction removed plumbing fixtures. A separate card must be completed for each new or modified water meter. Both new and existing fixtures (if any) must be listed on each card.
1.3	**Conditional - San Diego Regional Hazardous Materials Questionnaire (HM-9171):** All non-residential projects must have an approved San Diego Regional Hazardous Materials Questionnaire Form at the time of permit issuance.
1.4	**Conditional - Hazardous Materials Reporting Form (DS-165):** All non-residential projects must have a completed Hazardous Materials Reporting Form at the time of project submittal. This information is used to determine the occupancy classification of the proposed structure(s). Refer to Information Bulletin 116, "Disclosure Requirements for Hazardous Materials" for more information.
1.5	**Conditional - High Piled Stock Combustible Storage Form (DS-164):** Must be completed for any storage racks over 6 feet in height.
1.6	**Conditional - Concurrent Processing Agreement:** If the construction project review is being concurrently processed with another policy or development permit/approval, provide a copy of the signed Concurrent Processing Agreement and draft permit conditions. To obtain this agreement and draft permit conditions, contact your Development Project Manager.
1.7	**Conditional - Storm Water Requirements Applicability Checklist (DS-560):** Must be completed for all projects except interior alterations.
1.8	**Conditional - Affordable Housing Requirements Checklist (DS-530):** Required for all residential projects proposing 2 or more units.
1.9	**Conditional - Child Care Center Hazardous Materials Substance Approval Form (DS-527):** Must be completed for projects proposing a Child Care Center.

Item No.	Requirements
1.10	**Recommended - Photographic Survey:** Projects proposing new structures or additions to existing structures on sites that contain Environmentally Sensitive Lands (steep slopes, sensitive biological resources) shall provide a Photographic Survey. Color photographs must be taken from the project boundaries at four or more locations, with on and off site views, within at least 50 feet of the property line, including any slopes. The number of photographs will vary depending on the size of the project site; however, the quantity must be sufficient to adequately view the entire site. The photo survey should include views for evaluating factors such as the need for brush management, environmental adjacency issues, and/or comparisons between the proposed project and the existing neighboring properties. The photographs must be in color (minimum size 3"x5" and maximum size of 8"x10") and may be provided on a CD-R. Include a key map indicating the location and direction each photograph was taken. CD-R should be labeled "Photos."
2.0	**HISTORICAL RESOURCES INFORMATION**
2.1	**Conditional – Potential Historical Resource:** If the project site contains a structure that is 45 or more years old AND is not a designated Historic Site / Structure or within a Historical District, additional documents are required. See Information Bulletin 580 (Potential Historical Resource Review) for additional submittal requirements.
2.2	**Conditional – Designated Historical Site or District:** If the project site / structure is designated Historical OR located within a Historical District, see Information Bulletin 581 (Designated Historical Resource Review) for submittal requirements.
3.0	**GENERAL REQUIREMENTS - ALL PLANS** -
3.1	**Development Summary:** Provide, in a table format, the following information on the first sheet of the plans: • Bullet point narrative that details the project's complete scope of work, including all existing and proposed improvements. Clearly identify partial approvals, such as foundation, substructure, and shell buildings. • Sheet Index – List of all the sheets included in the plan package • Project Team - List name and phone number of all design professionals including engineers, architects, designers • Legal description and Assessor Parcel Number(s) for the property on which the development is proposed. • List owner's name(s) and address(es). • Existing and proposed uses. • Zoning designation and/or overlay zone designations (Coastal, Coastal Height Limit, Airport Influence Area, etc.). • Any approved development permits (discretionary permits) for the project • Type of Construction of existing and proposed structures per the California Building Code. • Occupancy Classification(s), existing and proposed, per the California Building Code. • The Building Code year used for the design of the project. • The number of stories (existing and proposed). • The height of the building (existing and proposed). • The gross floor area and floor area ratio (if applicable), total new floor area added, total existing floor area to remain per story. • Condition of soil (undisturbed, compact fill, or loose fill) when the proposed construction includes new foundations. • Landscape area square footage for water conservation purposes. • Total area of disturbance **Conditional: Reasonable Accommodations –** If you are proposing deviations to setbacks, building heights and/or floor area ratio for the purpose of reasonable accommodations for disabled accessibility, include with development summary and clearly show on site plan, floor plan and sections/elevations. **Conditional: Voluntary Accessibility Program (LDC Section 145.4001) –** If requesting incentives through the Voluntary Accessibility Program, describe the project development incentives in the development summary and identify each building as "Voluntary Tier I", "Voluntary Tier II", or "CBC 11A required" on the site plan. **Recommended:** If the request includes a Limited Use as defined in the Use Regulations Tables in Chapter 13, Article 1, Division 2-6 of the Land Development Code (LDC); include any other supplemental development regulations as identified by that use in the Separately Regulated Uses Section of LDC Chapter 14, Article 1, Division 3 (e.g., hours of operation, separation requirements from other land uses).
3.2	**Scale:** The architectural site plan, grading plan, topographic map, and landscape plans should be prepared on the same scale.
3.3	**Legend:** Each sheet must have a legend that clearly indicates the meaning of all graphic symbols.
3.4	**Key Map:** Projects requiring multiple base sheets must include a graphic key map on each sheet that indicates its relationship to the entire project.

Item No.	Requirements
3.5	**Sheet Size/Page Limit:** Plans exceeding the number of sheets noted in the table below must be divided into volumes. Minimum sheet size is 11" x 17"; maximum sheet size is 36" x 48". A sheet index listing all of the sheets included in each volume shall be provided on each set.

Sheet Size	Page Limit per Volume
Up to 24" x 36"	200
30" x 42"	150
36" x 48"	100

3.6	**Conditional – Responsible Charge:** Plans shall be prepared, signed and stamped by either a California registered architect or California professional engineer in accordance with Business and Professions (B&P) Code Sections 5535 thru 5538, unless otherwise exempt per B&P Code Section 5537. List on the title sheet the design professional's (engineer or architect) name and company name of who prepared or are in responsible charge.
3.7	**Conditional - Unreinforced Masonry (URM) Buildings:** Identify building(s) as "Unreinforced Masonry (URM) Building" when the building is made of brick, hollow clay tile, cinder block bearing walls and if built prior to March 24, 1939. (LDC Section 145.3724)
3.8	**Conditional - Designated Historical Buildings:** Identify a building as "historic building" when the building is designated as a historic building by an authorized official agency. See item 2.0.
3.9	**Recommended - Floor Area Analysis Calculation:** The "floor area analysis" evaluates a new or existing building for compliance with allowable floor area limitations based upon the occupancies present in the building and the type of construction of the building. A floor area analysis, based upon the prevailing California Building Code Chapter 5 (Sections 506 and 507), should show the following: • The square footage of the different occupancies in the building. • The allowable square footage for the noted occupancies. • A tabulation of the actual square footage of a noted occupancy to the allowable square footage for that occupancy.
3.10	**Recommended - Recorded Permits/Approvals:** List and submit copies of all recorded permits/approvals related to the project. Recorded permits/approval may include copies of covenants, preliminary approval documents, alternate methods and materials approvals, board of appeals approvals, and agreements such as lot tie agreements, easement agreements, building restricted easements, development permits, or special agreements with the city, if any.
4.0	**SITE PLAN** A site plan is required for all projects, including interior remodels, and shall include the following information as necessary to demonstrate compliance with legal lot status, site accessibility, parking, distances of proposed construction to property lines and other structures, etc.
4.1.1	**Property Lines:** Show and label all property lines with dimensions.
4.1.2	**Setback Lines:** Show and label all required and proposed setback lines.
4.1.3	**Easements:** Show and label all existing and proposed easements, including the type of easement.
4.1.4	**Street/Right of Way:** Show and label all existing and proposed streets, sidewalk, curb cuts, sidewalk under drains, driveways, curb to property line distances, and identify separate permits for all work proposed in the right of way.
4.1.5	**Off-Street Parking:** Show all "off-street" parking spaces that are not within a structure. Identify any disabled parking spaces, and provide parking calculations.
4.1.6	**Drainage:** Show existing and proposed drainage patterns. Show roof drains and surface area drains.
4.1.7	**Structures and Hardscape:** Show location and dimensions of all existing and proposed buildings and structures, including accessory structures such as fences, walls, trash enclosures, patio covers. Hardscape (pavement) shall be delineated and indentified by a symbol/pattern. Show and label the dimensions between structures and to property lines.
4.1.8	**Best Management Practices (BMP) Plan:** Show all post construction BMP'S and Low Impact Development (LID) design feature. Label as BMP Sheet.
4.1.9	**Impervious Surface:** Show all buildings, structures and edges of all pavement and other impervious surfaces.
4.1.10	**Buildings/Structures:** Show location and dimensions of all existing (to remain) and proposed buildings and structures (e.g., fences, retaining walls, trash enclosures, patio covers, and trellises), use of all existing (to remain) and proposed structures, including number of stories.

Item No.	Requirements
4.1.11	**Fire Separation Distances:** Show the fire separation distance between adjoining buildings or structures and the distance from property lines to all buildings or structures.
4.1.12	**Landscape Site Plan:** For foundation only or foundation and frame only project show planting areas on site plans, demonstrating compliance with prior development approval and landscape regulations. Planting plans and irrigation plans are not required.
4.1.13	**Contours:** Provide contour intervals at two feet (this may vary depending on the steepness of the grade and the scale of the drawing). Five and ten foot contour intervals may be acceptable provided spot elevations are called out as necessary for the analyst to properly understand the character of the site. Show contours off-site within 50 feet of the property line.
4.1.14	**Utilities:** Show all existing and proposed utilities on the property and adjacent right of way, including hydrants, vault, transformers, poles, water meters, water and sewer lines etc. Also, include size and type of existing and proposed utility.
4.1.15	**Refuse & Recycling Areas:** Show and label the location and location, including dimensions of existing and proposed refuse and recycling materials storage areas.
4.1.16	**Projections:** Show all architectural projects such as stairs, balconies, eave overhangs etc.
4.1.17	**Conditional - Environmentally Sensitive Lands:** Show, whenever applicable, the boundary lines of environmentally sensitive lands, such as steep hillsides, sensitive biological resources, Multiple Species Conservation Program Preserve Areas, 100-year flood plains, sensitive coastal bluffs, and setbacks from these boundaries.
4.1.18	**Conditional - Plumbing Site Plan:** For new buildings, include the size and layout of the building sewer, point of connection to the public sewer, and clean outs.
4.1.19	**Recommended – Allowable Area Frontage Increase:** When yards are used for allowable area increase per CBC, show the extent and depth of the required yards on the site plan.
4.1.20	**Recommended - Lighting Plan:** Where project proposes outdoor lighting (parking lots, sports fields, private drives, security, etc.), a photometric drawing should be provided that clearly demonstrates that the project site lighting does not fall on surrounding properties or create glare hazards within the public rights-of-way (LDC Section 142.0740).
4.1.21	**Cal Green Standards:** Provide notes and details to show compliance with the California Green Building Code.
4.1.22	**Erosion Control Plan:** Show location of all construction BMP's. Reference Water Pollution Control Plan/ Report.
4.2	**Conditional - ACCESSIBILITY PLANS:** Unless the development is specifically exempted by code, accessibility plans are required. When providing these plans, include the following details:
4.2.1	**Routes on Private Property:** Show at least one accessible route within the boundary of the site from accessible parking and accessible passenger loading zones to the accessible building entrance they serve. When more than one route is provided, all routes shall be accessible.
4.2.2	**Routes Between Buildings:** When more than one building or facility is located on a site, show accessible routes of travel between buildings and accessible site facilities.
4.2.3	**Routes from Right-of-Way:** Show at least one accessible route from public transportation stops, public street or sidewalk to the accessible building entrance they serve. When more than one route is provided, all routes shall be accessible.
4.2.4	**Parking Spaces:** Provide fully dimensioned details of accessible parking spaces, ramps, curb ramps, sidewalks and signage.
4.2.5	**Entrances:** Show that all entrances and all ground level exits comply with disabled accessibility requirements.
4.2.6	**Covered Multi Family Dwelling Units:** Provide a detailed listing in the plans of all "Covered Dwelling Units" in each covered multi-dwelling building. Identify whether the "all Bathroom Option" or the "One Bathroom Option" is used for each "Covered Multi Family Dwelling Unit." Per section 1102A of the California Building Code (CBC).
4.3	**Recommended - FIRE ACCESS AND HYDRANT DRAWING** If the project has a previously approved fire access and hydrant plan as part of a prior Development Permit or Subdivision approval, a copy of the stamped and approved site plan from the Fire and Life Safety Plans Officer must be submitted.
5.0	**ARCHITECTURAL PACKAGE** This package consists of floor plans, elevations, roof plans, building sections, door & window schedules, architectural details and means of egress plans.

Item No.	Requirements
5.1	**FLOOR PLAN** - Provide a floor plan of all floors; indicate use of all rooms (existing and proposed); show all balconies.
5.1.1	**Dimensions:** Show dimensions on floor plans.
5.1.2	**Floor Levels:** Indicate all floor levels (i.e. ground floor, second, third, etc.).
5.1.3	**Doors & Windows:** Identify and show all doors and windows. Cross reference doors and windows to the door and window schedule.
5.1.4	**Conditional - Demolition Floor Plan:** Where portions of any structure within the Coastal Overlay Zone or a Designated Historic Structure are to be demolished or altered, provide a demolition floor plan. Submit a clear, fully dimensioned demolition sheet for each floor that shows all walls, windows and doors changed, exterior walls enclosed by new construction, areas where top/bottom plates, and studs have been removed, changed and/or modified. Include a wall matrix listing all walls in both linear feet and percentages removed and remaining. Note: Removal of more than 50 percent of the existing exterior walls requires a Coastal Development Permit per Municipal Code Section 126.0704.
5.1.5	**Conditional - Plumbing Fixtures:** When present, show all existing, proposed and relocated plumbing fixtures. For non-residential projects, include any plumbing fixtures to be removed.
5.1.6	**Conditional - Plumbing & Mechanical Equipment:** For single dwelling unit projects, show location, size, make and model of proposed heating equipment and water heater. (May be shown on separate mechanical plans.)
5.1.7	**Conditional –Accessibility – Enlarged Floor Plans and Interior Elevations:** Provide fully dimensioned enlarged floor plans and interior elevations for the kitchen, powder room, and all bathrooms. Show compliance with CBC Chapter 11A and 11B.
5.1.8	**Recommended - Stairways & Elevators:** Indicate the location and travel direction of all stairways.
5.1.9	**Recommended - Roof Access:** When present, show location of roof access stairs and ladders.
5.1.10	**Recommended - Fire Resistive Construction:** Where fire resistive construction is proposed, show fire resistive construction components of the building on the floor plans. These components may include occupancy separation walls, rated shafts, fire walls, fire barriers, fire partitions, rated corridors, horizontal exits, and other rated means of egress systems.
5.1.11	**Recommended - Grid Lines:** The grid lines specified on the architectural plans must be consistent with grid lines shown on structural plans.
5.2	**ELEVATIONS** – Required for new construction or alterations that impact the exterior of the buildings and shall include the following:
5.2.1	**Elevation Labels:** Drawings must be separate and labeled North Elevation, South Elevation, East Elevation and West Elevation. All elevation plans must be drawn accurately to scale and fully dimensioned.
5.2.2	**Grades:** Clearly show and label existing and proposed grades.
5.2.3	**Floor Elevations:** Indicate all finished floor elevations.
5.2.4	**Building Height:** Indicate building heights as defined by LDC Section 113.0270 and CBC Section 504.
5.2.5	**Architectural Details:** Show and label exterior architectural details and location of all windows, doors, balconies, and other architectural features.
5.2.6	**Label Buildings:** If more than one building is located on the project site, clearly label each building elevation to distinguish one from the other.
5.3	**ROOF PLAN:** Required for all new construction or any modification to the existing roof and shall include the following:
5.3.1	**Spot Elevations -** Show and label spot elevations for all roof peaks, ridges, low points.
5.3.2	**Roof Detail:** Show all hips, valleys and ridges, drains and overflow drains.
5.3.3	**Material:** Show roofing material with complete specifications.
5.3.4	**Screening Elements**: Indicate any mechanical equipment and details of any architectural screening element.
5.3.5	**Recommended - Vents/Skylights:** Show location and type of all roof vents and skylights if applicable.

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5.3.6	**Recommended - Vents:** Show location of smoke and heat vents for high pile stock storage when applicable.
5.4	**BUILDING SECTIONS** - Provide the following information:
5.4.1	**Framing:** Show sections across floors, walls, and roof and include the insulation R values.
5.4.2	**Elevations:** Show finish floor and roof level elevations.
5.4.3	**Recommended - Ceilings:** Show ceiling framing, height of ceiling, suspended ceiling, dropped ceilings and soffits.
5.4.4	**Recommended - Architectural Projections**: Show all interior and exterior architectural projections. Include stairs, balconies and eave overhangs.
5.4.5	**Recommended - Stories**: Provide cross section views of the building such that the number of stories is clearly identified. Cross reference building sections to architectural floor and site plans.
5.4.6	**Recommended - Stairs, Shafts, and Elevators:** Show stairs, shafts, elevators in the building cross section.
5.5	**DOOR & WINDOW SCHEDULES**
5.5.1	**Door & Window Schedules:** The schedule should include size, type, hardware, fire and Sound Transmission Class (STC), U value (overall coefficient of thermal transmission), and SHGC (Solar Heat Gain Coefficient) for all fenestration.
5.5.2	**Recommended - Finish Schedule:** Provide a finish schedule. This schedule should include finishes for walls, ceilings, and floors.
5.6	**ARCHITECTURAL DETAILS**
5.6.1	**Stairs, Handrails and Guardrails**: Provide dimensioned architectural details of all stairs, handrails and guardrails.
5.6.2	**Fire Resistive Details:** When proposed construction involves fire resistive details, provide fire resistive details of walls, ceilings, floors, roofs, shafts and penetrations.
5.7	**Recommended - MEANS OF EGRESS**
5.7.1	**Space and Occupant Loads:** Show the use of all spaces with their corresponding occupant load. The occupant load must be determined using appropriate occupant load factors based on the California Building Code Chapter 10.
5.7.2	**Means of Egress Elements:** Identify on the plans all elements of the means of egress system. These elements will include items such as hallways, corridors (rated), passageways, horizontal exits, stair enclosures, exterior exit balconies, etc.
5.7.3	**Means of Egress Floor Plans:** Provide a complete and clear means of egress plan for every floor. Identify continuous, unobstructed, path of exit travel from the most remotely occupied point of the floor to a public way. Plans shall show all of the elements of means of egress (e.g., exit access, the exit, and the exit discharge), number of exits required and provided, area of refuge, common path of travel.
6.0	**STRUCTURAL PLAN PACKAGE** Structural Plan Package is required for all construction that involves any new construction, modification to existing structure or additions to existing structures. Interior alterations require a structural plan package when structural modifications are proposed. The structural plan package includes schedules and construction specifications, foundation plans, framing plans and structural details.
6.1	**SCHEDULES & CONSTRUCTION SPECIFICATIONS**
6.1.1	**Structural Notes**
6.1.2	**Nailing Schedule:** When the construction involves construction using wood products, provide a complete nailing schedule consistent with Tables 2304.9.1, 2306.3(1), 2306.3(2), 2306.3(3), 2306.5, 2306.6 and 2306.7 of the California Building Code.
6.1.3	**Construction Specifications:** Provide complete construction specification for materials used on the project**.** The materials may include concrete, wood, steel, masonry, etc.
6.1.4	**Conditional - Shear Wall Schedule:** Show shear wall schedule, if applicable (wood construction).
6.1.5	**Recommended - Special Inspection Summary:** Show summary of special inspection required per Building Newsletter 17-1, if applicable.

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6.1.6	**Recommended - "Basis of Structural Design" information:** The "Basis of Structural Design" information must include design loads such as dead, live, wind, and seismic design criteria information, soil profile information and condition of soil information.
6.2	**FOUNDATION PLAN**
6.2.1	**Dimensions:** Show completely dimensioned foundation plans. The foundation plan must incorporate the foundation system as recommended in the soils report.
6.2.2	**Retaining Walls:** Show location, height and complete details of all proposed site retaining walls. A Geotechnical Investigation Report for retaining walls over six feet is required.
6.2.3	**Footings and Grade Beams:** Show continuous and spread footings and grade beams. Include dimensions, reinforcement size and spacing.
6.2.4	**Anchors**: Show location, size and spacing of hold down anchors and anchor bolts.
6.2.5	**Conditional - Slab Details:** Show slab thickness, size and spacing of reinforcing steel, including tendon layout for post tension slab.
6.2.6	**Conditional - Caissons and Piers:** Show size and dimensioned location of caissons, piers, and specify rebar size and spacing when the foundation system includes caissons and piers. A Geotechnical Investigation report is required.
6.2.7	**Conditional - Design:** A licensed professional engineer must design the foundation system when required by Chapter 18 of the California Building Code. A foundation and soils investigation report may also be required.
6.3	**FRAMING PLANS - FLOOR, ROOF & CEILING**
6.3.1	**Framing Members:** Show the material, size and location of all framing members. The framing members include headers, beams, planks, girders, floor joists and/or trusses and ceiling framing.
6.3.2	**Posts/Columns:** Identify posts and columns on the plans by size, type, location and spacing.
6.3.3	**Framing Members:** Show direction, span, and spacing of all framing members.
6.3.4	**Diaphragms:** Specify type and thickness of plywood floor and roof diaphragms.
6.3.5	**Roof framing:** Identify all ridge, hip and valley members by size and framing system.
6.3.6	**Bearing & Shear Walls:** Identify bearing walls, and shear walls above and below floor/roof levels
6.3.7	**Nailing:** Identify roof and floor diaphragm nailing pattern. Shows nail type, size and spacing.
6.3.8	**Conditional** - **Reinforcing Steel**: Show reinforcing steel size and spacing for pre-stressed and conventionally reinforced concrete members.
6.3.9	**Conditional -Lateral Load Resisting Frames:** Identify by type and location all lateral load resisting frames on the plans. Provide frame elevations and cross reference to the detail sheets.
6.3.10	**Conditional - Mechanical Equipment:** Show location of mechanical equipment weighing more than 400 lbs., suspended equipment weighing more than 75 lbs., or as required per ASCE 7-10, on Structural Floor or Roof Plans. Show method of attachment to roof and floor framing. Structural calculations may be required for their support.
6.3.11	**Conditional – Photovoltaic (PV) System:** Show support system for ground and roof PV installations. Show method of attachment to the supporting system.
6.4	**STRUCTURAL DETAILS** - Details shown on the construction documents should be specific to the project. All details not applicable to the project must be either removed from the project documents or be noted as being "not applicable."
6.4.1	**Cross Section:** Provide cross section details of all free standing walls, structures, and fences.
6.4.2	**Framing Detail:** Provide framing detail of all walls, floors, roofs and stairs. Specify size, type and spacing of all members.
6.4.3	**Shear Transfer Details:** Provide shear transfer details (show blocking, nailing, bolts).

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6.4.4	**Recommended - Connection Details:** Provide connection details representative of the assumed framing and support elements used in the engineering of the structural system of the project. (Examples: DO NOT show TJI framing details when framing is of sawn lumber, DO NOT provide masonry details when walls are of concrete or wood construction, etc.) The connection details should include connection for all structural elements such as columns, beams, walls and floor framing elements. Show all hardware, nails, welds, and reinforcing bars.
7.0	**MECHANICAL/PLUMBING PLANS** Separate mechanical/plumbing plans are not required for single-unit residential dwellings, duplexes or townhomes. See also Site Plan Package item 4.1.14 for minimum submittal requirements when utilities are involved in the development.
7.1	**Stamps and Signature:** Mechanical/plumbing plans and calculations shall be signed and stamped in accordance with the California Business and Professions Code. The mechanical/plumbing plans and calculations shall be signed by a licensed mechanical engineer. An architect or civil engineer can sign the Mechanical plans, and Plumbing plans only if he or she has designed the project as the responsible designer of the mechanical system. A mechanical contractor can sign and stamp the mechanical/plumbing plans and calculations and/or Title 24 energy compliance for the mechanical system only if he/she is responsible for both the design and installation of the system.
7.2	**Conditional - Mechanical Floor Plans:** When proposing new HVAC systems, provide mechanical floor plans showing layout of duct work, supply and return air registers with CFM.
7.3	**Conditional - Equipment Schedule:** Provide mechanical equipment schedule, including type, capacities, efficiencies and weights.
7.4	**Conditional - Isometric Layout or Line Diagram of Gas Piping:** For non-residential and multi-dwelling buildings involving installation or relocation of gas appliances, provide isometric layout or line diagram of gas piping and location of gas meter. Line Diagram shall indicate the maximum length of gas piping (or length of branches if calculation is done for each pipe branch).
7.5	**Conditional - Sanitary System:** Provide a plumbing plan with complete plumbing layout and sizes of main and all branches for waste and vent piping, isometric layout for sanitary system when the number of fixture counts is 8 or more. Show point of connection, sizes, materials, and cleanouts
7.6	**Conditional - Water System:** Provide a plumbing plan with complete plumbing layout and sizes of main water piping and all branches. Show materials, and point of connection (for existing), and meter location when new meter or sub-meter are installed.
7.7	**Recommended - Condensate Drains:** Show condensate drains, pipe sizes, and condensate receptors.
7.8	**Conditional - Kitchen Hoods:** When a kitchen hood is included, provide: dimensions of the kitchen hood(s), hood elevation, material, and hood calculations. For Type I kitchen hoods, fire suppression system plans will be required.
7.9	**Recommended - Kitchen & Fume Hood Exhausts:** Provide roof and plot plans showing required clearances for new or relocated kitchen and fume hood exhausts for commercial projects.
8.0	**ELECTRICAL PLANS** Not required for single-unit residential dwellings, duplexes, or townhomes without solar photovoltaic systems. Fire alarm devices and details shown on electrical plans are for reference only. Submit a separate drawing package for fire alarm review and approval.
8.1	**Stamps and Signature:** Electrical plans and calculations shall be signed and stamped in accordance with the California Business and Professional Code. The electrical plans and calculations shall be signed by a licensed electrical engineer. An architect, civil engineer can sign the Title 24 energy standards as the responsible designer of the electrical system. An electrical contractor can sign and stamp the electrical plans and calculations and/or Title 24 energy compliance for the lighting system only if he/she is responsible for both the design and installation of the system.
8.2	**Power Plans:** Provide power plans. Showing location of all equipment and devices such as switchgear, panel boards, transformers, etc.
8.3	**Single Line Diagram:** Show a single line diagram representative of new or modified electrical distribution equipments except triplexes if the electrical service entrance is single phase and not more than 400 amps.
8.4	**Electrical Load Calculations:** Provide electrical load calculations or load summary or panel schedules. Identify existing electrical loads that are being modified and/or all new loads.

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8.5	**Conditional - Title 24 Documentation:** For new lighting or when more than 50% of lighting fixtures are relocated or changed in an existing lighting system, provide Title 24 energy lighting computation documents, including a completed and signed LTG-1 form.
8.6	**Conditional - Electrical Site Plan:** For new construction, provide an electrical site plan showing the location of electrical metering and point of connection to SDG&E.
8.7	**Conditional - Lighting Layout Plan:** For new or relocated lighting fixtures, provide a lighting layout plan.
8.8	**Conditional – Manufacturers' Electrical Data Sheets:** If using photovoltaic (PV) systems provide specification of the PV modules and the inverter, showing all electrical information.
8.9	**Conditional – Photovoltaic Systems:** When using photovoltaic system provide a building layout plan indicating location of roof-mounted photovoltaic array. If the photovoltaic system was preapproved through a master plan, provide a copy of approved plans.
8.10	**Recommended - Electrical Room Details:** Provide ¼ inch scale details of all electrical rooms showing all equipment.
8.11	**Conditional - Electrical:** Project with more than three new panel boards or more than six panel boards with modified loads shall be submitted for review.
9.0	**Conditional - LANDSCAPE CONSTRUCTION PLANS:** For foundation only or foundation and frame only project show planting areas on site plans, demonstrating compliance with prior development approval and landscape regulations. Planting plans and irrigation plans are not required. For all other projects, refer to Municipal Code Table 142-04A in Section 142.0402 to determine if your development proposal will require a landscape plan. If the site is within a Planned District, refer to the specific landscape requirements contained in the Planned District Ordinance (Chapter 15 of the Municipal Code). Where the Planned District refers to City-wide regulations, use Table 142-04A to determine if your development proposal will require a landscape plan. The intent of the Landscape Plan is to illustrate that the landscape design concepts are consistent with the Landscape Regulations, Landscape Standards and other applicable regulations such as Fence & Walls, Grading, and guidelines for Steep Hillsides, Coastal Bluffs and Beaches. Please refer to our website for additional landscape plan information.
9.1	**PLANTING PLANS:** Planting plans are construction documents that graphically represent the installation of a planting design proposed for the site and/or erosion control. The planting plans must provide the following details:
9.1.1	**Site Development Features:** Provide consistency between the landscape plans, site plan and grading plan by providing the same scale and labeling on all site development features and use areas, such as retaining walls, parking lot lighting, existing trees and shrubs to remain, contoured slopes and gradients, streets, buildings, sidewalks, driveways, parking areas, MHPA and MSCP area boundaries, recreational and open space areas, and planting in the public rights-of-way or easements.
9.1.2	**Legend**: Provide the following information in the legend, by category (e.g., trees, shrubs and ground cover): • Symbol for all proposed plant materials. • Botanical names and common names. • Quantities of plant material, container size and on center spacing for ground covers. • Mature height/spread of trees and shrubs. • Form for each plant symbol, such as broad, ovate, weeping, columnar, etc. • Function for each plant symbol, such as screening, shade, accent, rhythm. • Symbols for existing plant material to remain or to be removed. Note on the plans if none.
9.1.3	**Landscape Calculation/Diagram**: Provide the Summary Calculations and the yard/vehicular use area diagram on the landscape plans. Additional information can be found on our website under Landscape Plan Review.
9.1.4	**Details:** Provide planting details such as Tree planting, Shrub/Vine Planting, and Groundcover Planting (note on center spacing and pattern).

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9.1.5	**Street Trees:** Show all existing and proposed street trees with root barrier and utilities (underground water, sewer, gas, including overhead and underground electric and telephone cables) located within the public right-of-way, and provide the following table on the plans: • Minimum tree separation distance • Improvement/ Minimum Distance to Street Tree • Traffic signals (stop signs) - 20 feet • Underground utility lines (except sewer) - 5 feet • Sewer Line – 10 feet • Above ground utility structures - 10 feet • Driveway (entries) - 10 feet • Intersections (intersecting curb lines of two streets) – 25 feet
9.1.6	**Conditional - Retaining Walls:** Where retaining walls greater than 6-feet in height are proposed, provide details showing planting in front of retaining walls, planting in the cell of a wall (minimum two cells deep) and the planting on top of the wall. Provide the following note on the detail and plans "All planting provided shall provide 80% screening of the wall within two years."
9.1.7	**Recommended - Existing Trees and Shrubs:** Where trees and shrubs are existing, indicate with a dashed symbol and label to be removed or to remain. Provide the botanical and common name, caliper size of the trees and the height and spread of the shrubs. Provide the name and condition of any groundcover to remain.
9.1.8	**Limits of Work Line:** Where the entire site is not being developed, indicate with a dashed line the limits of work.
9.2	**IRRIGATION PLANS:** Provide symbols on the irrigation plan and legend that graphically define the size and type of various irrigation products and materials such as; dedicated landscape irrigation meter, landscape irrigation sub-meter, back flow preventor, controller, rain shut off switch, valves, pipe and irrigation heads. On the legend provide irrigation materials by size, product names, manufacturer, gallons per minute, spray pattern, radius, arc and the precipitation rate.
9.2.1	**Point of connection (POC):** Provide the point of connection (POC) and the Static pressure in the street, including working pressure and the feet per second of the system design.
9.2.2	**Details:** Provide irrigation details and number them consistent with the legend. Provide details such as; backflow, controller, rain shut off switch, valves, wire caps, trenching depths, irrigation heads by type and use. Provide a reference to the specification section that applies.
9.2.3	**Conditional – Landscape Standards:** New multi family development and new non-residential development with 1000 square feet or more of landscape area must complete an Appendix E of the Landscape Standards.
9.2.4	**Recommended - Specifications:** Provide irrigation specifications.
9.2.5	**Recommended - Reclaimed Water:** When proposing to use reclaimed water for irrigation, indicate on plans and provide the name of the Water District and Area.
9.3	**Conditional - BRUSH MANAGEMENT PLAN:** Required when the site is adjacent to native or naturalized vegetation (see section 142-0412).
9.3.1	**Brush Management Plan:** Provide a brush management plan depicting the following: • Structural setback from all slopes steeper than 25% and over 50 feet in vertical height. • Show zone 1 and 2 graphically with dimensions and labels. • Provide zone 1 and 2 requirements (142-0412 (g) & 142-0412 (h)). Include notes (g) and (h) on plan. • Provide a clear representation of the planting scheme to be used in zone one and two. Use symbols on plan and provide legend with symbols. • Indicate graphically and with notes, any and all structures in Zone 1. Non-combustible or one hour fire rated structures may be permitted subject to department approval.
9.3.2	**Brush Management Program:** Provide a description of the proposed Brush Management program with the following information: • Provide detailed description of the implementation for each zone, including the method of thinning and pruning in zone two. • A long-term maintenance program and notes (include time of year for thinning for each zone and the party responsible for monitoring maintenance). • Provide Table 142–04H indicating the Zone depths that the Brush Management plan was designed. • Provide note on plans – "Pre-construction meeting shall be held prior to work beginning to outline Brush Management Program."

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10.0	**Conditional - TITLE 24 ENERGY DOCUMENTATION** Required for 1) all new buildings, 2) additions to buildings, 3) when installing new air conditioning or heating units in existing residential buildings or in commercial buildings, or 4) change of use. Envelope calculations will be required for all new buildings and additions to buildings. Alterations to windows in existing buildings may also require Title 24 energy documentation.
10.1	**Conditional - Forms for Non-Residential Buildings, High Rise Residential Buildings, and Hotels/Motels.** **Envelope:** NRCC-ENV-9E **Mechanical:** NRCC-Mech-01E **Indoor Lighting**: NRCC-LTI-01E, and NRCC-LTI-02E **Outdoor Lighting:** NRCC-LTO-1E**,** NRCC-LTO-2E and NRCC-LTO-3E All forms in each category are required to appear on the plans and must be signed by a licensed design professional per California Business and Professions Code. When using a Performance approach, submit a complete performance package using the most current version of California Energy Commission (CEC) approved computer program.
11.0	**Conditional - STRUCTURAL CALCULATIONS** Required for all new buildings and structures and for modifications to existing buildings and structures. Buildings that qualify as conventional construction as defined in the California Building Code may not require structural calculations.
11.1	**Responsible Charge:** First sheet of calculations shall include the name of the licensed engineer or architect who prepared or is responsible for calculations.
11.2	**Recommended - Design Loads:** Tabulate and itemize on the first sheet of the calculations, DESIGN LOADS used on the project. These loads will include dead loads, live loads, seismic and wind lateral loads. (Show summary of assumptions made in the engineering design.)
11.3	**Recommended - Construction Details:** All construction details shown in the structural calculations must be on the plans and cross referenced to applicable locations on the roof, floor or foundation plans.
11.4	**Recommended - Computer Generated Calculations:** Submit documentation that shows the programming logic of computer generated or computer calculated structural calculations. There are several standardized, recognized and accepted programs that may not need this documentation to be presented at submittal. All computer program must be based on prevailing code.
12.0	**Conditional - TRUSS PLANS &CALCULATIONS** If roof or floor framing includes prefabricated open-web wood trusses, deferred submittal of these systems may be acceptable under certain circumstances (see Information Bulletin 188, Deferred Submittals). Heavy timber, truss joists and other similar engineered wood products cannot be deferred. Roof or floor framing consisting of prefabricated trusses that are allowed to be deferred must meet submittal requirements 12.1 through 12.3. When prefabricated trusses are not deferred, plans must be accompanied by truss calculations and must meet the following submittal requirements.
12.1	**Plans:** The framing plan for the roof or floor shall include a complete layout of the trusses with or without the identification of the trusses.
12.2	**Details:** Shear transfer details compatible with the truss system must be shown on the plans.
12.3	**Design Loads:** A summary of the loading criteria for the design of the trusses must be shown on the plans.
12.4	**Truss Calculation:** Provide truss calculations, indicating loading criteria and member sizes.
12.5	**Stamp/Signature**: All sheets of truss calculations and truss drawings and details must meet the signature requirements as specified by the Professions and Business Code for architects and engineers.
12.6	**Recommended - Loads:** Any special loading conditions on trusses such as drag, chord loads must be shown on the plans.
12.7	**Recommended - Building Code**: Specify code year used for the design of the trusses.
12.8	**Recommended - Identification**: Each truss shall be identified with a truss identification number which is referenced on floor or roof framing plans.
12.9	**Recommended - Design Loads:** The specified dead, live and seismic or wind lateral loads used in the design must be comparable to the design loads assumed in the engineering calculations of the building.

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13.0	**Recommended – Geotechnical Investigation Report** A Geotechnical Investigation Report shall be submitted as required by the San Diego Municipal Code 145.1803 and Table 145.1803, and Chapter 18 of the California Building Code as amended by the San Diego Municipal Code. For information on Geotechnical Investigation Reports, see the City of San Diego Guidelines for Geotechnical Reports.
13.1	**Project and Site Specific:** The Geotechnical Investigation Report must be specific to the proposed project and project site.
13.2	**Authentication:** Geotechnical Investigation Report and other geotechnical documents must be signed and/or sealed (stamped) by appropriately licensed professionals as required by State law.
13.3	**Date:** Geotechnical Investigation Reports shall not be more than three years old unless accompanied by an addendum geotechnical investigation report or update letter less than three years old that states the findings, conclusions, and recommendations remain valid for the proposed project.
14.0	**Conditional – SMOKE CONTROL REPORT**
14.1	Smoke control shall be provided in all new buildings or additions to existing building having occupied floors 75 feet or above the lowest floor level having access (regardless of occupancy type), any buildings with an atrium more than two stories high, and for covered mall buildings containing atriums more than two stories high.
14.2	A smoke control plan and smoke control report shall be submitted to demonstrate compliance with Section 909 of the California Building Code.
14.3	A smoke control report shall show a rational analysis supporting the type of smoke control system proposed and shall include within the report consideration of items required in Section 909 of the CBC.
14.4	Electrical and mechanical plans shall include equipment considered in the smoke control plans for providing smoke control.
15.0	**Conditional – FIRE ALARM PLANS** Fire alarm plans shall be submitted as required by CBC. Plans associated with a building permit may be deferred.
15.1	**Fire Alarm Systems:** Structures provided with a fire alarm system (either required or voluntary) shall provide plans and calculations in accordance with Information Bulletin 137 "How to Obtain a Permit for Fire Alarm Systems."
16.0	**Conditional – FIRE SPRINKLER PLANS** Fire sprinkler plans shall be submitted as required by CBC. Plans associated with a building permit may be deferred.
16.1	**Fire Sprinkler Systems:** Structures provided with a fire sprinkler system (either required or voluntary) shall provide plans and calculations in accordance with Information Bulletin 139 "How to Obtain a Permit for Fire Sprinkler Systems."
17.0	**Conditional – OTHER TECHNICAL STUDIES**
17.1	**Conditional – Water Quality Technical Report:** Required for all priority development projects as listed on the Storm Water Requirements Applicability Checklist (DS-560). Must be stamped and signed by a registered professional engineer.
17.2	**Conditional – Noise Study:** A Noise Study is required for all new and additions to multifamily dwellings (three or more units) when noise level exceeds 60dB CNEL due to freeway, roadway, railroad or airport noise. A Noise Study is also required for all new construction other than residential when noise level exceeds 60 dB CNEL due to airport noise. A Noise Study is required for all tenant improvements when there is change of use and the noise level exceeds 65 db.
18.0	**FEES (See Information Bulletin 501)** The deposit and application fees as identified in Information Bulletin 501 must be paid at the time the project is submitted. Checks must be made payable to the "City Treasurer" for the exact amount owed. Invoices can also be paid using our on-line payment system through OpenDSD; however, they must be paid the day of submittal.