



SUBMITTAL REQUIREMENTS FOR: **BUILDING PLAN CHECK**

DEVELOPMENT SERVICES DEPT.

150 S. PALM AVENUE RIALTO, CA 92376
(909) 820-2505
+ FAX: (909) 873-4814

APPLICATIONS CAN BE SUBMITTED
BETWEEN 8:00 A.M. & 5:00 P.M. M-TH

APPLICATIONS FOR BUILDING PLAN CHECK CONSIST OF THE FOLLOWING:

- ✓ Four (4) sets of complete Working Drawings – Five (5) sets for Single Family Dwellings. (See Note #3 below.)
- ✓ Two (2) sets of Structural Design Computations
- ✓ Two (2) sets of complete Truss Packages (Structural Design Computations, Layout, notes, etc.)
- ✓ Two (2) sets of complete Title-24 Energy Compliance Reports/Calculations
- ✓ Two (2) copies of the Preliminary Soils Reports
- ✓ Two (2) sets each of any other applicable calculations or reports (Noise Study, Chemical Analysis, etc.)

NOTES:

1. All documents, specifications, and instruments of service shall be original, wet, manually signed by the person who prepared them. In addition to the signature, if the person is a registered engineer/architect, all plans reports, specifications, documents, or instruments of service shall bear the seal/stamp of the registrant, and the expiration date of the license.
2. The Conditions of Approval for Design Reviews, Administrative Site Plans, Tentative Tract Maps, Parcel Maps, Conditional Use Permits, etc. shall be affixed to (sticky backed to an blue printed with) the plans.
3. Complete Working Drawings shall be drawn to scale; of sufficient clarity to indicate the location, nature and extent of the work proposed; and shall include, as a minimum, the following:
 - a) Plot Plan indicating all property lines; existing structures; a North arrow; the street address; owner's name(s); assessor's parcel number(s); distance to property lines from all buildings/structures; distance between all structures/buildings on the site; basic site layout (including parking and accessibility for the physically challenged); and the existing use of all spaces/buildings/structures adjacent to and/or affected by the proposed improvements.
 - b) Architectural Plans [floors/roof/reflected ceiling/etc. plans, elevations, general notes, etc.]
 - c) Structural Plans [foundation plan, roof/ceiling/floor plans, details, structural notes, etc.]
 - d) Detail Sheet(s) [Architectural and structural details, cross sections, etc.]
 - e) Plumbing, Electrical, Mechanical Plans
4. Automatic fire-sprinkler plans, calculations, and specifications are a separate package and shall be submitted to and approved by the Fire Prevention, Planning, and Inspection Division of the Fontana Fire Department, (909) 428-8890.
5. PHASING – Applications for permits for 2nd, 3rd, etc. phases of production tract houses can be submitted into Building & Safety Plan Check under a modified process if: 1) the additional houses being submitted are part of the same Design Review number as the original phase; 2) there has been no change in the adopted codes, laws and ordinances applicable to the project; and 3) the houses being constructed are identical to the initial phase whose plans are currently on file with the Building & Safety Division. Models/model complexes and the 1st or initial phase shall follow the normal standard plan check procedures. The modified process for 2nd, 3rd, etc. phasing applications that meet the aforementioned criteria is: five (5) sets of Plot Plans are to be submitted and payment of estimated Plan Check Fee/Deposit.
6. Landscape plans are a separate package and are submitted directly to the Department of Engineering.
7. Grading is a separate submittal and is completely independent of the Plan Check for the building(s).