

CITY OF TRACY

GENERAL SUBMITTAL REQUIREMENTS FOR NEW COMMERCIAL CONSTRUCTION



	PERMIT TYPE	REQUIRED? Y/N
1	SPECIAL INSPECTION AGREEMENT FORM	WHERE SPECIAL INSPECTION IS REQUIRED
2	60-DAY LETTER	WHERE STEEL JOIST ARE PROPOSED
3	LIST OF SUBCONTRACTORS & CORRESPONDING BUSINESS LICENSE NUMBER	AT TIME OF ISSUANCE
4	PLANS	REQUIRED 6 SETS (plus 1 more site/plot plan)
a.	cover sheet/description of work	REQUIRED
b.	plot plan	REQUIRED
c.	site plan	REQUIRED
d.	foundation plan	REQUIRED
e.	elevations	REQUIRED
f.	reflected ceiling plan	REQUIRED*
g.	floor framing	REQUIRED*
h.	roof framing	REQUIRED
i.	section plan	REQUIRED
j.	electrical plan	REQUIRED
k.	plumbing	REQUIRED*
l.	mechanical	REQUIRED*
5	ENERGY FORMS	REQUIRED* -ENV I-4C, MECH 1-5C, LTG 1-9C, OTLG 1-4C
6	SAN JOAQUIN AIR QUALITY CONTROL BOARD RELEASE FORM (for Demolitions)	REQUIRED WHERE THERE IS AT LEAST 160 SQ. FT. OF MATERIAL REMOVED/DEMOLISHED AND/OR 260 LINEAL FT. OR PIPE INSULATION REMOVED, OR WHERE RESIDENTIAL DWELLING IS BEING DEMOLISHED TO ALLOW FOR NEW COMMERCIAL BLDG.
7	STRUCTURAL CALC'S	REQUIRED
8	TRUSS DRAWINGS/CALC'S LAYOUT SHEET	REQUIRED
9	SOILS REPORT	REQUIRED
10	SCHOOL CERTIFICATE	REQUIRED

*Required if component is included as part of project

*Permit Technician to check for repetitive buildings as elements