

CITY OF FOUNTAIN VALLEY

PLAN REVIEW SUBMITTAL CHECKLIST

The following items are required to submit plans for review to the City of Fountain Valley. Please do not submit plans without the items listed below as it will impede the progress of review and approval.

ALL PLANS (except minor revisions) require:

1. Plan size of a minimum 18" x 24" and maximum size of 24" x 36".
2. The number of sets of plans varies with each project, 3-5 sets will be required, call to verify what will be required for your job.
3. Plot plan/site plan. Floor plan. Area of construction to be dimensioned.
4. Plans with structural changes that are not conventional construction per the California Building Code require two set of calculations. Both the structural sheets of plans and the calculations shall be wet stamped, signed and dated with date signed.
5. Application with the valuation of the project. (Valuation = total of labor & materials)
6. All plans to be approved by the planning department.

Non-Residential

1. Tenant improvement plans to include complete site plan, vicinity map, architectural, plumbing, electrical, mechanical plans and T24 Energy Compliance Forms. All pages must be stamped, signed and dated by the respective engineer, architect or designer.
2. New development requires approval from Public Works, Planning & Fire Department.
3. All food services business requires a 3 compartment interceptors for kitchens. Submit plans with complete plumbing plans showing location and required installation details.
4. Site plans must clearly show all necessary components for accessibility compliance.

Residential

1. Site plan showing all setbacks to all new construction are to be clearly marked. Including any associated mechanical equipment, new or replaced.
2. Floor plan showing entire, all existing rooms and clearly labeled.
3. Structural sheets reflecting engineering calculation, if required, to be stamped, signed and dated by the engineer.
4. T24 Energy Compliance Forms completed and signed.
5. Any room additions, pools/spas or solar pv systems, must have the panel location and capacity shown on the plans. If any of these projects have an electrical panel is less than 200 amps, then a panel schedule and load calculation is required.
6. Second story additions (any size) and additions 200 s.f. and over, require a geotechnical soil report, check with city for requirements and possible waiver.

Revisions

1. Submit three sets of plans, including only the pages to the plan that have changed.
2. Circle with a red marker, all changes on each sheet.