

# Consolidated Plan Submittal List

Department of Development Services | Building & Safety Bureau  
411 W. Ocean Blvd., 2<sup>nd</sup> Floor, Long Beach, CA 90802  
(562) 570-7648 longbeach.gov/lbds

'X' indicates what the City may require on documents submitted for plan review. Two sets of plans are required. Use the last column to indicate if provided.

Check all applicable	Residential <input type="checkbox"/>	Commercial <input type="checkbox"/>	New <input type="checkbox"/>	Addition <input type="checkbox"/>	Alteration <input type="checkbox"/>				
<b>DOCUMENTS</b>	<b>PLNG</b>	<b>BLDG</b>	<b>ELEC</b>	<b>MECH</b>	<b>PLMB</b>	<b>FIRE</b>	<b>HLTH</b>	<b>✓</b>	
Completed Consolidated Permit Application Form	x	x	x	x	x	x	x		
Detailed project cost estimate to establish valuation (for additions, alterations, and misc. projects)	x	x				x			
Detail statement of scope of work on cover sheet	x	x	x	x	x	x	x		
Project data (construction type, occupancy group(s), floor area, sprinklered/non-sprinklered, etc.)		x				x			
Project Use and Zone	x	x							
Legal description	x	x							
<b>Building Plans</b>	x	x		x		x	x		
Site Plan(s) (including property lines, setback, lot and structure dimensions, driveway, parking stalls, etc.) – for planning add CFPL	x	x		x		x	x		
Floor Plan(s)	x	x	x	x	x	x	x		
Roof Plan(s)	x	x		x	x				
Exterior Elevations	x	x				x			
Landscaping Plan(s)	x	x				x			
Sign Plan (if needed)	x	x							
Cross Sections/Details		x				x			
Soils/Geotechnical Report		x							
Flood Elevation Certificate (if in flood zone)		x							
Methane Report		x							
Hydrology Report		x							
Structural Calculations		x							
Foundation Plan(s)		x							
Floor Framing Plan(s)		x							
Roof Framing Plan(s)		x							
Truss Plans and details		x							
Structural & Architectural Plans		x							
General and Fire Life Safety Notes and Schedules	x	x				x			
Disabled Accessibility Notes and details (for commercial & new apartment projects)		x				x			
CalGreen Notes and Details		x				x			
Energy Forms and Calculations		x	x	x	x				
LID Notes and Details		x							
Excavation/Shoring Plan(s)		x							
Rough/Precise Grading Plans (for projects more than 50 cubic yards)	x	x							
Grading Cost Estimate to Establish Grading Permit Fees and Bond		x							
<b>Electrical Plans</b> (for commercial and apartment projects)		x							
Power Floor Plan(s)			x						
Lighting Floor Plan(s) and Fixtures Schedule			x						

DOCUMENTS	PLNG	BLDG	ELEC	MECH	PLMB	FIRE	HLTH	✓
Single Line Diagram			x					
Electrical Panel Schedule			x					
Energy – Title 24			x					
Electrical Details and Specifications			x					
Electrical Equipment Schedule			x					
Structural – Design/support for electrical equipment			x					
Wet Signed Signature/E-Signature and Stamp – CA registered electrical engineer, architect, or C-10 contractor			x					
<b>Mechanical Plans</b> (for commercial and apartment projects)		x						
Duct Construction Plan (e.g. air, smoke, grease, etc.)				x				
Ventilation Schedule				x				
Exhaust System				x				
Kitchen Hood(s) Details/Specifications				x				
Gas Piping System Details/Specifications				x				
Boiler and Water Heater Equipments/Details				x				
Construction Air Supply Details				x				
Outdoor Air Intake				x				
Structural <ul style="list-style-type: none"> <li>• Connections/supports for kitchen hood more than 400 lbs</li> <li>• Calculations for roof-top equipment more than 400 lbs</li> </ul>				x				
Planning – Roof screening for roof-top equipment				x				
Fire – Extinguisher system for kitchen hood				x				
Title 24 documentation				x				
Equipment schedule				x				
Wet Signed Signature/E-Signature and Stamp – CA registered mechanical engineer, architect, or C-20 contractor				x				
<b>Plumbing Plans</b> (for commercial and apartment projects)		x					x	
Water System Details/Specifications <ul style="list-style-type: none"> <li>• Demand: Existing and proposed including hose bibs</li> <li>• Distance: Total developed length from meter to farthest outlet</li> <li>• Water calculations (if using Appendix "A" include chart showing allowable fixture units for each pipe size)</li> <li>• Hot and cold water isometric drawing</li> </ul>					x			
Gas System Details/Specifications <ul style="list-style-type: none"> <li>• Load: BTU or CFH rating of each appliance, existing and proposed (1000 BTU = 1 CFH)</li> <li>• Distance: Total developed length from meter or pressure regulator to farthest outlet</li> <li>• Gas isometric drawing</li> </ul>					x			
Waste and vent system information (for sanitary and grease drainage) <ul style="list-style-type: none"> <li>• Size and grade of all horizontal piping</li> <li>• Waste and vent isometric drawing</li> </ul>					x			
Sewer capacity charge <ul style="list-style-type: none"> <li>• Completed sewer capacity charge form with all plumbing fixture counts</li> </ul>					x			

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Plumbing Fixtures Specifications/Details					x			
Routing Plan(s) (i.e. sanitary, storm, and water service)					x			
Water Supply and Distribution Piping Plan(s)					x			
Drainage System Piping Plan(s)					x			
Gas System Piping Plans					x			
Indirect Waste Connections, Standpipes, Grease Traps, and Separators					x			
Storm Water Drainage Plan (i.e. roof or site)					x			
Piping Material Specification					x			
Building <ul style="list-style-type: none"> <li>Structural design/support of plumbing works in wall, floor, and roof.</li> <li>Disabled access compliance to plumbing fixtures installation.</li> </ul>					x			
Water Department (1800 E Wardlow Rd, Long Beach, CA 90807, 562-570-2300) <ul style="list-style-type: none"> <li>Water Backflow Devices Requirement</li> <li>Sewer Protection Requirement</li> </ul>					x			
Health Department <ul style="list-style-type: none"> <li>Food Facility</li> <li>Water Backflow Devices Details/Specifications/Location</li> </ul>					x			
Wet Signed Signature/E-Signature and Stamp – CA registered mechanical engineer, architect, or C-36 contractor					x			
<b>Fire Plans (for commercial and apartment projects)</b>						x		
Vicinity Map – With a minimum scale of 1" = 100' or larger	x	x				x		
Fire Alarm System Plan(s)/Specifications - Scale and size shall be no less than 1/8" = 1' & 24" x 36"						x		
Fire Sprinkler System Plan(s)/Specifications - Scale and size shall be no less than 1/8" = 1' & 24" x 36"						X		
Architectural Plans – Include electrical, mechanical, and plumbing. Scale and size shall be no less than 1/8" = 1' and 24" x 36"						x		
California Codes – Note what codes and/or standards are being used, incl. Long Beach Municipal Code.		x				x		
Existing structures, oil wells (active or inactive), and improvements – Public or private, both onsite and within 300' of the project.						x		
Fire Hydrants Details/Specifications– All within 300' of the proposed project shall be shown, as well as Fire Dept access to and within the site from streets giving access to the facility.						x		
Fire Flow Test Report – New buildings require a report from the Long Beach Water Department (562) 570-2381						x		
Exit Analysis – Includes but not limited to number of exits required versus proposed, occupant load for each room/area, egress width, exit sign locations, exit travel distance, common path of travel, exit discharge and whether or not emergency lighting is provided/required.						x		

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Door and Window Schedule – Includes but not limited to door rating, smoke gaskets, self-closing, exit door hardware on the main entrance and all required exit doors.						X		
Manufacture Data Sheets – Required for any decorative materials						X		
Coordination of Equipment Location – Equipment and screening devices or materials, including but not limited to Fire Dept. Connections (FDC), fire sprinkler riser, backflow preventers, electrical transformers, or mechanical exhaust, shall be located on the Site Plan or Landscape Plan for the Conceptual Site Plan Review.						X		
List of deferred submittals on plan		X				X		
<b>Health Plans</b>							X	
Restroom – show employee and patrons/public restroom		X					X	
Finish Schedule – Provide material types for floors, cove base, walls, and ceiling		X					X	
<b>Food Facility Plan Equipment Schedule Unpackaged Retail</b> (restaurant, meat market/deli/coffee shop, kiosk, satellite, school cafeteria, commissary, food processor, bar, park kitchen) – CHSC, Div. 104, Env. Health, Part 7, CA Retail Food Code <ul style="list-style-type: none"> <li>• Sinks – Hand, utensil/3 comp, prep/vegetable, bar, dump/blender, janitorial/mop</li> <li>• Water Heater – Energy input (BTU/KW and gals)</li> <li>• Refrigeration – Show walk-in/reach-in coolers/freezers</li> <li>• Food storage – Shelving units for backup dry food</li> <li>• Lockers/Change rooms</li> <li>• Miscellaneous equipment (e.g. dipper well, steam tables, ice machines, etc.)</li> <li>• Mechanical/Glass washer if proposed</li> <li>• Exhaust Hood – Show all cooking equipment under hood with dimensions and clearances</li> <li>• Preparation tables and refrigerated prep tables</li> <li>• Grease Trap/Grease Recovery Devices</li> <li>• Environmental Health Notes – To safeguard public health and to assure that food will be pure, safe, and unadulterated.</li> </ul>							X	
<b>Food Facility Plan Equipment Schedule Prepackaged Retail</b> (liquor, 98/99 cents, dollar store, food warehouse, produce market, WIC store) – CHSC, Div. 104, Env. Health, Part 7, CA Retail Food Code <ul style="list-style-type: none"> <li>• Sinks – Hand, janitorial/mop</li> <li>• Water Heater – Energy input (BTU/KW and gals)</li> <li>• Refrigeration – Show walk-in/reach-in coolers/freezers</li> <li>• Food storage – Shelving units for backup dry food</li> <li>• Lockers/Change rooms</li> <li>• Miscellaneous equipment</li> <li>• Environmental Health Notes – To safeguard public health and to assure that food will be pure, safe, and unadulterated.</li> </ul>							X	

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<p><b>Public Pools Plan Specification &amp; Requirements</b> (Title 24 Chapter 31B [DPH])</p> <ul style="list-style-type: none"> <li>• Scale – Swimming pool and all pools shall be ¼" = 1' and spa shall be 1" = 1'</li> <li>• General data to include surface area, volume of pool, and color of plaster</li> <li>• Top view showing length and width of pool</li> <li>• Profile view (longitudinal section) of pool</li> <li>• Location of equipment room</li> <li>• Pool shell material</li> <li>• Pool deck material</li> <li>• Pool enclosure highlighted with yellow marker</li> <li>• Fence requirements specifications</li> <li>• Permanent markings</li> <li>• Profile view of steps, recessed steps, ladders, and stairs</li> <li>• Profile view of handrails with tread and riser</li> <li>• Measurements of handrails to steps</li> <li>• Diving boards and platforms if any</li> <li>• Pool lighting</li> <li>• Bathhouse, dressing, shower, and toilet facilities</li> <li>• Drinking fountains</li> <li>• Hose bibs/backflow devices</li> <li>• Recirculation system components/turnover time</li> <li>• Maximum flow rates (GPM) for all pumps, filters, and drain covers</li> <li>• Equipment list</li> <li>• Location of emergency shut off switch with distance to pool/spa edge</li> <li>• Safety equipment and signs</li> <li>• Environmental Health Notes – Additional notes to comply with the construction, installation, renovation, alteration, addition, relocation, replacement, or use of any public pool and its ancillary facilities, mechanical equipment and related piping for a swimming pool/spa.</li> </ul>							x	
<p><b>Backflow Plan Specifications and Requirements</b> (Title 17 Code of Regulations, Division 1, Chapter 5, Group 4, Articles 1 &amp; 2)</p> <ul style="list-style-type: none"> <li>• Plumbing Plans – Show all backflow devices and location in plumbing plans.</li> <li>• Location of Backflow Preventers</li> <li>• Air gap shall be located as close as practical to user's connection and all piping between the user's connection and the receiving tank shall be entirely visible.</li> <li>• Double Check Valve Assembly shall be located as close as practical to the user's connection and shall be installed above grade.</li> <li>• Reduced Pressure Principle Backflow Prevention Device shall be located as close as practical to the user's connection and shall be installed 12" above grade and not more than 36" above grade measured from the bottom of the device and with a minimum of 12" side clearance.</li> <li>• Environmental Health Notes – Additional notes to comply with the code to prevent backflow into the public water supply</li> </ul>							X	

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<p><b>Body Art Facility Plan Specifications and Requirements</b> (Assembly Bills AB 300 and 1168, and Safe Body Art Act)</p> <ul style="list-style-type: none"> <li>• Floor Plan – Show the reception/waiting area, front counter area, procedure area, work stations, decontamination, sterilization areas, office/break areas, restroom, body piercing room, branding area/rooms, and janitorial closet.</li> <li>• Room Finish Schedule – Floors and walls shall be smooth, free of holes and washable. Provide information on materials used for floors, counters and cabinets.</li> <li>• Equipment Schedule – Show all equipment including wall mounted and motion activated hand washing sink(s) with soap and paper towels, sharps containers, autoclave and ultrasonic machine, lined waste container, and storage cabinets.</li> <li>• Environmental Health Notes – Additional notes to comply with the Safe Body Art Act for practitioners engaged in the business of tattooing, body piercing, branding, and the application of permanent cosmetics in California also to protect both the practitioner and the client from transmission of infectious diseases and the control of cross-contamination of instruments and supplies.</li> </ul>							X	

**To be filled out by applicant**

I understand that an incomplete plan check submittal may result in delays in permit process.

Applicant Name (Print): \_\_\_\_\_ Phone #: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This information is available in an alternative format by request to Meg Rau at (562) 570-7648. For an electronic version of this document visit our website at [longbeach.gov/lbds](http://longbeach.gov/lbds).