



Re-submittal Checklists

PROJECT INFORMATION

Project Address: _____

Plan Check Number: _____ **Submittal Number:**

Submitted by: _____ **Submittal Date:**

Email Address: _____ **Phone Number:**

DIRECTIONS FOR RESUBMITTAL

Required number of sets to be resubmitted: (excluding approved sets by Health Department and/or Santa Clara Water Pollution Control)

You need to submit:

- a) Five (5) sets of plans if you have not received approval from any Department.
- b) Four (4) sets of plans if you have received one or more approvals from any Department.

This package includes : sets of Drawings as indicated below

<input type="checkbox"/> Title Sheet / Cover Sheet	<input type="checkbox"/> Mechanical Drawings	<input type="checkbox"/> Civil
<input type="checkbox"/> Site Plan	<input type="checkbox"/> Electrical Drawings	<input type="checkbox"/> Site Improvement
<input type="checkbox"/> Architectural Drawings	<input type="checkbox"/> Plumbing Drawings	<input type="checkbox"/> Landscaping
<input type="checkbox"/> Structural Drawings	<input type="checkbox"/> Title 24 Energy forms on Drawings	<input type="checkbox"/> Others (Indicate below)
<input type="checkbox"/> Demolition	<input type="checkbox"/> Grading	<input type="text"/>

Include all City redlined Check Set plans (Indicate the Department) :

No Redline Set Building & Safety Planning Engineering Fire

Other Documents:

<input type="checkbox"/> Structural Calculations	<input type="checkbox"/> Santa Clara County Health Department approved Sets	<input type="checkbox"/> Special Inspection Forms
<input type="checkbox"/> Title-24 Calculations	<input type="checkbox"/> San Jose/ Santa Clara Water Pollution Control approved Sets	<input type="checkbox"/> Others (Indicate below)
<input type="checkbox"/> Sewer needs questionnaire	<input type="text"/>	

Include response letter to Plan check comments:

Building & Safety Department

Architectural: <input type="text"/>	Mechanical: <input type="text"/>
Structural: <input type="text"/>	Electrical: <input type="text"/>
Civil: <input type="text"/>	Plumbing: <input type="text"/>

Other Departments

Planning: <input type="text"/>	Fire-Life Safety: <input type="text"/>
Engineering: <input type="text"/>	Fire-Hazmat: <input type="text"/>