



PLAN SUBMITTAL CHECKLIST

NEW, ADDITIONS, REMODELS & TENANT IMPROVEMENTS

ALL PLANS SHALL BE SUBMITTED ELECTRONICALLY
 PLANS LESS THAN 25 MB IN SIZE SHALL BE SUBMITTED TO:
inspectionervicesweb@cityofmerced.org
 FOR SUBMITTALS LARGER THAN 25 MB, PLEASE CALL US AT
 (209) 385-4773

Additional notes shall be added to the title sheet:

1. (for Additions) Provide copies of moisture and compaction report prior to or at frame

2. Climatic and Geographical Design Criteria:

Wind Speed Vult 110/Vasd 85 Exposure B or C; Seismic Design Category DO; Weathering-Negligible, Winter Design Temp 25 degrees F, Air Freezing Index 1500, Mean Annual Temp: 60 degrees F

***For Flood Hazard refer to FEMA website: <https://msc.fema.gov/portal/search>**

***IF in other than X FEMA requirements will need to be met**

A complete submittal will expedite the plan check process. If the plans and other construction documents are incomplete, the plan check process will be prolonged. *Some of the listed items may not pertain to your project. If so, please indicate by marking "N/A" at the "Y N" space.*

PROJECT ADDRESS: _____ **DATE:** _____

PRINT NAME: _____

Item Number	Item Description	Owner/Designer	N/A
1.	PERMIT APPLICATION FORM , completed with all contact data	Y N	
2.	A complete SITE PLAN , to scale, dimensioned and all off site and on site improvements shown	Y N	
3.	A complete FLOOR PLAN	Y N	
4.	EXTERIOR ELEVATIONS if modified by construction	Y N	
5.	A complete FOUNDATION PLAN to scale and dimensioned, indicating if "cut" or "truss" roof is to be used (if applicable)	Y N	
6.	Copy of SOILS COMPACTION REPORTS from Soils Engineer (if modified by construction)	Y N	
7.	ROOF FRAMING PLAN (if applicable): Truss-Roof-layout plan including locations & sizes of headers, beams, and girders. Cut-Roof- sizes of all members (rafters, hips, valleys, ridges, and purlins)	Y N	
8.	A complete set of TRUSS CALCULATIONS (if used) to include layout, truss calc sheets keyed to layout sheet, size and type of connections. One set of calculations shall have a "wet" signature of the engineer responsible for the design.	Y N	
9.	ELECTRICAL FLOOR PLAN (may be incorporated with the floor plan if easy to read) must include SERVICE SIZE CALCULATIONS	Y N	
10.	MECHANICAL PLAN (if applicable) indicating size and location of unit and size of ducts and registers	Y N	
11.	PLUMBING PLAN (if applicable) indicating location of DWV system, vents, and cleanouts as well as water and gas piping size and calculations	Y N	
12.	GREEN CODE & ENERGY ANALYSIS	Y N	
13.	STRUCTURAL ANALYSIS of all two-story buildings or buildings with unconventional construction. This includes vertical as well as lateral loads (indicate load paths and shear transfers)	Y N	
14.	Complete DETAIL PLAN SHEET including irregular construction materials and methods as well as connections	Y N	
15.	SHEARWALL or BRACED WALL plan & schedule	Y N	
16.	DISBALED ACCESS detail sheet with details shown on plans and referenced	Y N	