



City of Oroville

COMMUNITY DEVELOPMENT DEPARTMENT

Donald Rust
DIRECTOR

1735 Montgomery Street
Oroville, CA 95965-4897
(530) 538-2401 – FAX (530) 538-2426
www.cityoforoville.org

BUILDING DIVISION COMMERCIAL PLAN CHECK SUBMITTAL GUIDELINES

Projects with a valuation of over \$52,000.00 (effective on December 15, 2011) are subject to installing curb, gutter and sidewalk at owner's expense. For further information, contact City of Oroville, Public Works Department. (538-2420)

Plans and Specifications should include the following, if applicable:

- Completed Building Permit Application**
- Three (3) sets of complete legible building plans drawn to scale** (w/structural calculations, minimum two (2) sets wet signed)
- Two (2) sets of Civil drawings** (to include; grading plan, drainage plan, detention basin detail, curb, gutter & sidewalks installation detail. Engineer's Estimate & plan check review fees will be required at time of submittal.)
- Two (2) sets of Landscaping and irrigation plans**
- Two (2) sets of Energy Calculations**
- Two (2) sets of Engineered Truss Calculations**, if required.
- Waste Management Plan**, if required
- One (1) Sewer Plan** (repairs)
- Environmental Health Department Clearance**, if required for selling food items or septic tanks & public swimming pools.
- Two (2) Flood Elevation Certificates**, wet-stamped, if required.
- Encroachment Permit** for any work in the City right-of-way, if required.
- Grading Permit**, include application, if required.

Note: Incomplete plans and specifications shall not be accepted for plan check

Notice to Builders:

In order to comply with many mandated state regulations, provide a complete plan check and expedite the issuance of permits, it is necessary that all required information be submitted. Fill out the entire building permit application in full and submit legible building plans showing all the required data and specifications. Incomplete applications and plans will result in materials being returned and unnecessary delays in the project.

Notice to Contractors:

All contractors working within the City limits of Oroville must have a current City of Oroville business license and Certificate of Worker's Compensation insurance, if applicable. If sub-contractors are involved in the construction project then a list of those performing the work must have a current City of Oroville business license and Certificate of Worker's compensation insurance on file.