B CONSIDERATIONS PRIOR TO BUILDING PERMIT SUBMITTAL

CITY OF STOCKTON

COMMUNITY DEVELOPMENT DEPARTMENT – BUILDING & LIFE SAFETY DIVISION
501 W WEBER AV BLDG 2, STOCKTON, CA 95203 • (209) 937-8561 • www.stocktonca.gov/building

Below are some common issues that can affect project timelines and approvals. You should evaluate your project for compliance with the applicable provisions below before submitting your building permit application. This will help avoid unnecessary delays. This is especially important for commercial projects and new development.

LICENSED DESIGN PROFESSIONAL REQUIRED:

Does my project require a California licensed design professional (i.e. Architect or Engineer) to prepare the plans?

- **Unlicensed Individuals** may design only the following types of projects:
  - Single-family dwellings of not more than two stories in height of conventional construction.
  - Multifamily dwellings containing not more than four dwelling units of conventional construction of not more than two stories in height and no more than four dwelling units per lot.
  - Garages or other accessory structures to those described above of conventional construction.
  - Minor non-structural tenant improvements that don't affect the structural safety, life safety, or accessibility of the building (e.g. installation of a partition wall).
- **All** other types of projects must be designed, and the drawings prepared by a California licensed Architect, Civil Engineer, or Structural Engineer.

You should always seek multiple quotes for design services and always be skeptical of the lowest quote. A quality, experienced designer can save your project a significant amount of time through their code compliance knowledge and experience navigating the permitting process. Selecting a quality professional designer will have benefits to your project all the way through the construction phase.

FLOOD ZONE DETERMINATION:

Is my project located in a Federal Emergency Management Agency (FEMA) designated Special Flood Hazard Area (SFHA)?

- Special Flood Hazard Areas are those areas identified as being in an 'A' zone (A, AE, AH, AO) as shown on the latest edition of the FEMA issued Flood Insurance Rate Maps (FIRM).
- Your project is determined to be in the SFHA if any portion of the structure is located in one of the 'A' zones indicated above. If located in a SFHA certain regulations will apply for flood damage prevention. Contact the Building Department for more detailed information on those regulations at (209) 937-8561
- You can learn more about the flood risk for your property by using the City's online flood zone viewer here: https://stocktonca.withforerunner.com/. You can also obtain a flood zone determination by contacting the Building Department at (209) 937-8561.
- Your project may also be subject to the 200-year floodplain regulations that took effect in July 2016. Contact the Building Department at (209) 937-8561 or visit our Flood Information webpage for more information about this requirement.

PLANNING DEPARTMENT APPROVAL REQUIRED:

Does my project require Planning Department approval?

- The following project types may require Planning Department approval prior to building permit submittal:
  - All new development
  - Projects involving alcohol sales
  - Located in a Design District
  - Located in Channel or Port area
  - Additions and exterior alterations
  - Buildings of historic significance
  - Change of Use (type of business)
  - Building demolitions

***** Please note: The list of project types above is not an all-inclusive list. Contact the Planning Department at (209) 937-8266 or planning@stocktonca.gov for more information about the requirements for your specific project type.

OUTSIDE AGENCY APPROVALS REQUIRED:

Does my project require approval from an outside agency?

Certain project types require approvals from outside agencies before a building permit can be issued. If you wait until building permit submittal to address outside agency approval requirements it could result in significant delays. Below is a list of outside agencies that may have requirements for your project.

- **San Joaquin County Environmental Health:**
  - Retail food establishments (i.e. restaurants) are required to submit plans directly to the Health Department for their approval of the project. Health Department approval is required for new construction and remodels. Contact the Health Department at (209) 468-3420.
  - A copy of the approval letter from the Health Department will be required to issue the building permit. Plans may be submitted to the Building Department and Health Department simultaneously.
- **San Joaquin Valley Unified Air Pollution Control District (APCD):**
  - Most commercial projects are subject to approval from the APCD. Minor remodels and tenant improvements may have to submit an asbestos survey to the APCD.
  - New construction and additions that involve substantial earthwork may be subject to a dust control plan submittal to the APCD.
  - New construction and additions may also be subject to an Indirect Source Review (ISR). The project must have received its final **discretionary** approval from the land use agency on or after March 1, 2006 and meet or exceed the applicability thresholds below. ISR review can take up to 40 days.
    - 2,000 sq.ft. commercial / 25,000 sq.ft. light industrial / 100,000 sq.ft. heavy industrial
    - 39,000 sq.ft. general office / 9,000 sq.ft. educational / 50 residential units
  - Contact the Air Pollution Control District at (209) 557-6400 for requirements specific to your project type.
- **Reclamation Districts:**
  - If the proposed site for the project adjoins a levee, a letter of approval from the appropriate reclamation district will be required indicating the project complies with their standards. A map of reclamation districts can be downloaded at http://www.sjmap.org/mapdocs.htm.
- **Stormwater Compliance:**
  - Construction activity resulting in land disturbance of one acre or more will require a Storm Water Pollution Prevention Plan (SWPPP) submittal to the State of California. A Waste Discharger Identification (WDID) number will be required to be submitted to the Building Department.
  - Certain project types may require a Stormwater Quality Control Criteria Plan (SWQCCP) from the City of Stockton Municipal Utilities Department. To learn more about this and see if your project may be subject to a SWQCCP refer to the frequently asked questions on the stormwater webpage.
  - Contact the Municipal Utilities Department at (209) 937-8436 for more information about stormwater discharge and erosion control requirements.
- **San Joaquin Council of Governments (SJCOG):**
  - New development may have certain habitat mitigation obligations. Those obligations can be met through participation in the San Joaquin Multi-Species Habitat Conservation and Open Space Plan. Participation is voluntary in lieu of negotiating individual mitigation measures with various federal and state environmental protection agencies. There is a fee to participate, paid directly to SJCOG, Inc. Contact SJCOG at (209) 235-0600 for more information and for an estimate of fees that may be owed for your project.