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PLAN REVIEW SUBMITTAL CHECKLIST – COMMERCIAL SWIMMING POOL



COMMUNITY DEVELOPMENT DEPARTMENT • 345 N EL DORADO STREET • STOCKTON, CA 95202 • (209) 937-8561
www.stocktonca.gov/buildinginspection

Below is a checklist of items that are typically required for a commercial swimming pool project. This checklist should be used as a guide to ensure that you provide a complete permit submittal, not all items may be applicable to your project, additional items may be requested as needed based on the project scope. Providing a complete submittal is critical to receiving a thorough plan review and expediting the permitting process.

BUILDING PERMIT PLAN REVIEW ITEMS		
Submittal Item	Required	Completeness Check
Building Permit Application	Yes	<input type="checkbox"/> Completely filled out including owner's info, architect/engineer, & project contact <input type="checkbox"/> Emails provided for all contacts <input type="checkbox"/> Valuation provided on the form <input type="checkbox"/> Application is signed
Air Pollution Control District Form	Yes	<input type="checkbox"/> Completely filled out
Construction Plans	Yes	<input type="checkbox"/> Plans are legible and organized by discipline <input type="checkbox"/> Sheet index provided, plan set matches sheet index <input type="checkbox"/> Cover sheet provided with project information such as detailed scope of work, applicable codes, square footage, occupancy groups <input type="checkbox"/> Deferred submittals identified on cover sheet <input type="checkbox"/> Separate plan disciplines provided for Civil, Architectural, Structural, Mechanical, Electrical, Plumbing, and Landscaping <input type="checkbox"/> Plans are stamped and signed by design professionals <input type="checkbox"/> Detailed scope of work description on the cover sheet
Structural Calculations	Yes	<input type="checkbox"/> Separate package of design calculations is provided <input type="checkbox"/> Calcs are stamped and signed by design professional
Equipment Specifications	Yes	<input type="checkbox"/> Specs for pool equipment provided as separate package or included in the plan set
Health Department Approval Letter	Yes	<input type="checkbox"/> Review and approval required from the San Joaquin County Environmental Health Department. Health Department and Building Division review may be done simultaneously.
Geotechnical (Soils) Report	Maybe	<input type="checkbox"/> *May be required depending on scope of project <input type="checkbox"/> Report must have been completed within 3-years <input type="checkbox"/> Foundation review letter from the Geotech engineer provided

If any of the items identified in the table above are not included, your submittal may be rejected. All submittal documents shall be electronic files formatted in accordance with the City's [Electronic Plan Check Guide](#).

For any questions regarding your project submittal please contact the Building Division at (209) 937-8561.