



City of Moorpark

Community Development Building and Safety
323 Science Drive
Moorpark, CA 93021
Ph: (805) 517-6272

PLAN CHECK SUBMITTAL

1. Please provide a complete submittal as follows:

- a. Three (3) sets of plans (signed and stamped if drawn by a professional).
- b. Two (2) sets of structural calculations (if required for the design), (signed and stamped by a professional)
- c. Two (2) sets of California Energy Calculations (as required by design).
- d. Two (2) sets of soils reports if required.
- e. Two (2) sets of truss and/or post tension plans and calculations (if applicable).

2. A set of plans shall be drawn on min. 18 x 24 sheets to ¼ inch scale and include the following:

- a. Plot plan
Plot plans shall include a north arrow, property line distances, building footprints and setbacks to property lines. Label all streets, right-of-ways and easements. Show the APN on the plot plan and the owners name address and telephone number. Indicate the square footage of all structures and the square footage of the proposed addition. Show location of utilities i.e.: electrical, plumbing, and gas service. The Permit Specialist has a handout to help you with the plot plan.
- b. Foundation plan
Show footings' sizes, reinforcing steel and its location, and depth of footing.
- c. Floor plan
Show location of all walls both existing and new, label all rooms as to their use.
- d. Framing plan
Show sizes of all framing lumber, call out all hardware and detail all connections, show size and location of all shear panels, show size and direction of ceiling joist, floor joist, and roof rafters.
- e. Utility Plan
Show the size and location of the electrical meter, show the location of all plugs and switches, show smoke detectors and carbon monoxide detectors, show the location of all light fixtures and recessed lighting, show any plumbing or HVAC work to be done. Provide explanatory notes as required.

3. Please provide a note on the plans:

"All work shall conform to the 2022 CBC, 2022 CRC, 2022 CPC, 2022 CMC, 2022 CEC, 2022 CA Energy Code, 2022 CA Green Code, and City Ordinances"

4. Design Criteria

Wind Speed Risk Category II – 94 mph (Ref: ASCE 7-16), Seismic Category based on location and table reference.

The first plan check is 10 working days and re-submittals are 5 working days. If you have any questions, please call 805-517-6272.

- **Note:** Planning Department approval is required PRIOR to Building and Safety Department plan check submittal. For requirements, please contact Planning Department at 805-517-6230.