



REGULATIONS COVERING

SUBMITTAL REQUIREMENTS FOR NON-STANDARD PATIO COVERS

CITY OF HEMET BUILDING DIVISION
445 E FLORIDA AVENUE, HEMET, CA 92543
(951) 765-2475

INFORMATION BULLETIN

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May 2008

Omission of any required items below may result in refusal of plans for plan check.

1. Complete one (1) permit application and plan submittal check list and acknowledgment.
2. Copy of signed contract for work to be completed.
3. Submit three (3) complete sets of plans no smaller than 11"X17" for plan check. ****Wet stamps and signatures should be on every page by the person who drew the plans.****

- Plot plan showing the following:
- showing all lots
 - easements
 - set backs
 - drainage
 - owner information
 - project address/tract number
 - north arrow

- Foundation plan.
- Framing plans
- Roof Plan
- Building Elevations
- Building X-Sections
- Foundation Details
- Structural Details

4. Provide two (2) sets of:

- "Wet" stamped and signed Structural Calculations.
- Truss Package (if applicable).

5. Plan Check fees will be collected at time of submittal. Your fees will cover the initial check and one recheck. Additional fees will be charge for all additional rechecks.

By signing below, I acknowledge that all required documents are included in the submittal and I am aware that the omittance of any items may result in a delay of the plan check turn around time, rejection of the submitted plans or additional plan check fees. Furthermore, I am aware that my plans will expire 180 days from the date of submittal unless a permit has been issued or a request for extension has been granted.

Signature

Date

Please provide:

Name: _____
 Address: _____
 Phone #: _____
 Fax #: _____
 Email: _____

Owner Name: _____
 Owner Address: _____
 Owner Phone #: _____
 Owner Fax #: _____
 Owner Email: _____