



City of Corona
Planning & Development Department
Building Division

SUBMITTAL REQUIREMENTS for
NEW COMMERCIAL & INDUSTRIAL BUILDINGS

Omission of any required items listed below will result in refusal of plans for plan check. All projects should include the "Development Plan Review (DPR)" number on the plans

1. Submit five (5) complete sets of plans including: *
 - A. Plot plan with vicinity map (including parking lot lighting plan)
 - B. Foundation plan
 - C. Floor plan
 - D. Floor, Ceiling & Roof Framing plan
 - E. Provide the following design criteria/project data on the Title Sheet: Scope of Work, Zoning, Occupancy Group, Type of Construction, Square Footage, Height, Number of Stories, Fire Sprinklers, Fire Alarm, Waterflow Monitoring Alarm, Fire Hazard Severity Zone, Fuel Modification Zone, Flood Zone, Applicable Code References, list any required Fire Code construction or operational Permits, and Deferred Submittals.
 - F. A Detailed Accessibility Compliance Plan
 - G. A Means of Egress or Exit plan
 - H. Allowable area, height, and number of stories calculations and justification
 - I. Building Elevations
 - J. Show all door locations, fire-rating (if applicable), direction of swing, etc.
 - K. Provide electrical single line diagram and panel schedule.
 - a. Provide lighting and electrical layout, reflected ceiling plan. * If the Department of Water and Power is providing you with electrical service, an additional set of plans will be required at the time of submittal. Please visit <https://cityofcorona.maps.arcgis.com/apps/SimpleViewer/index.html?appid=c787ca9470c84fc091cf54c30c626dca> for service verification. Contact Curtis Showalter at 951-279-3766 if within City of Corona Electrical Service Zone.
 - L. Provide plumbing isometrics for all water, drainage & gas piping
 - a. Water & Drainage fixture unit calculations (DFU's & WFU's) for sizing of the

- water service, meter, and branches.
 - b. Include pipe size & material.
 - c. Provide type & location of backflow protection per the List of Hazards and Corresponding Protection handout.
 - M. Onsite Sewer & Water plan
 - a. To be included on site plan or as a deferred submittal (additional plan check fees to apply). Civil Sheets submitted with Building Plan submittal are for reference only will not be considered.
 - N. Provide a mechanical plan:
 - a. Location of all registers (supply & return)
 - b. Size, location, & manufacturers specifications for all equipment.
 - O. Provide two (2) sets of Title 24 Energy Calculations (8 ½ x11) . Compliance forms shall appear on the plans.
 - P. If submitting plans for a restaurant/food establishment:
 - Identify all CO2 storage, handling, & usage per California Fire Code section 5307. If 100 pounds (or greater) of CO2 is to be stored, handled or used, the business can either:
 - Reduce CO2 storage, handling, or usage below 100 pounds in total.
 - Provide proper mechanical ventilation.
 - Install a gas detection system.
 - Prior to Building plan check approval for restaurant/food establishments, applicants must provide the Building Division a stamped approved set of *Health Department Plans*. *Health Department Plans* are to be submitted separately by the applicant directly to Riverside County Environmental Health.
2. Provide (2) sets of stamped and signed structural calculations
 3. Provide (2) sets of stamped & signed Truss Calculations (can be a deferred submittal).
 4. Provide (2) sets of Soils Reports.
 5. Provide (5) sets of development Plan Review (DPR) comments.
 6. The City of Corona has adopted the California Green Building Code Mandatory Measures. Provide compliance documentation on the plans.

Note: Waste Management **must** be used as the construction and demolition waste and recycling hauler per the City's franchise agreement.
 8. A calculation of the overall site parking space requirement in accordance with the Municipal Code (see the Planning Division).
 9. Separate permits are required for other site and interior improvements. Check with your Permit Technician for specific items.
 10. Comply with Corona Burglary Ordinance #15.52 (copies available at front counter).
 11. Plan Check fees to be paid at time of submittal. Refer to fee schedule available on

the city website.

12. All contractors and sub-contractors must show proof of State and City licenses and shall comply with section 3800 of the Labor Code regarding Workers' Compensation.
13. Call Corona-Norco School District for school fees (951-736-5045 x13118).

SEE OTHER DEPARTMENTS FOR ADDITIONAL FEES

PLAN REVIEW TIMES:

First Submittal: 10 Business Days

All Subsequent submittals: 5 Business Days

All new submittals and resubmittals incur an additional 1 business day for routing to plan review and 1 business day after the review is complete for processing. Once plans are approved, allow the Building Division up to 3 business days to prepare for permit issuance.

CITY OF CORONA, CITY HALL

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