City of Thousand Oaks
PUBLIC WORKS DEPARTMENT

First Plan Check Submittal Requirements

NOTE: One copy required unless more are indicated
All plans (except Tentative and Final Maps) must be on 24" x 36" sheets
Check all that apply, or NA if not applicable
Submittals without all required items will be returned as incomplete.
Contact the Public Works Dept. if you have any questions @ 805-449-2400

Entitlement No. __________________________ Date: __________

Owner/Developer ______________________________

Project Address/Location ________________________________

_____ Entitlement conditions & exhibits (PC/CC Resolutions)

_____ Completed and signed permit application forms (grading, onsite improvement, encroachment, as applicable)

_____ Title Report and Easement documents (if applicable)

_____ Plan check fees (per Cost Estimate/Fee Calculation Worksheets)

_____ Soils, geotechnical report, dated within one year (2 copies)

_____ Hydrology, hydraulic calculations/report, dated within one year (2 copies)

_____ Private and/or Public Cost Estimate/Fee Calculation Worksheets (2 copies)

_____ Signed Consultant Acknowledgement

_____ Signed Acknowledgement of Risk Form (if applicable)

_____ Erosion Control Plan, SWPCP, SWPPP, NOI / WDID, Fee (as applicable)

_____ Haul Route (if applicable)

_____ Fire hydrant location approval (if applicable)

_____ Improvement Plans (2 sets each)

______ Grading (including cut, fill, R&R, import, export estimates)

______ Street improvements

______ Storm drain system

______ Wastewater system

______ Water system

______ City conduit system

______ Traffic Signals

______ Signing and Striping