



CITY OF GLENDALE

COMMERCIAL GROUND-UP CONSTRUCTION PLAN SUBMITTAL REQUIREMENTS

For Construction Drawings, please submit the following construction documents to the Development Services Center (DSC):

- Ten (10) sets of improvement plans plus one (1) extra set of civil plans.
- Two (2) sets of structural calculations.
- Two (2) sets of fire hydraulic calculations.
- One (1) project or spec manual.
- Two (2) soil reports.
- Two (2) drainage reports.

The plans must consist of a site plan, building plan, engineered fire sprinkler plan, landscape and irrigation plan, on-site and off-site lighting plan, and engineered civil plans (grading and drainage, water and sewer, concrete, paving, street striping and traffic signing, and street light plan). Provide an exterior finish schedule on the exterior building elevation page(s). Plan page size is 24" x 36" and shall be to scale. Please attach a copy of the Design Review approval letter to the transmittal accompanying the construction plans.

Show temporary fire lane access. Fire lanes shall be a minimum 20' width with proper fire department turning radius (City of Glendale Standard Detail G-954 32.5' inside, 52.5' outside). The maximum dead end fire lane shall be 150'. The fire lane shall be a minimum of 6" of ABC compacted 90%. Fire hydrants shall be provided prior to vertical construction or storing combustibles on site.

The plan review fees will be paid at the time of submittal, contact a Development Plans Technician for the fee amount at (623) 930-2800.

Construction Document Plans Submittal Completeness Check

NEW CONSTRUCTION/COMMERCIAL PROJECTS:

- Application Form: completely filled-out
- Table of Contents: each item on the table of contents is included in the submittal package
- Structural Calculations
- Site Plan
- Architectural Sheets (A)
- Structural Sheets (S)
- Plumbing Sheets (P)
- Mechanical Sheets (M)
- Electrical Sheets (E)
- Fire Sprinkler or Fire Protection Sheets (F)
- Hydraulic Calculations
- DR Letter of Approval

CIVIL SHEETS (C) PLEASE INDICATE # OF SHEETS

Land Development (# OF SHEETS_____)

- Grading and Drainage Sheets (G&D)
- Paving Sheets
- Water/Sewer Sheets (W/S)
- SWPPP Sheets

Traffic (# OF SHEETS_____)

- Paving Sheets
- Sign/Striping Sheets
- Signal Sheets
- Conduit Sheets
- Street Light Sheets

Landscape Sheets (L) (# OF SHEETS_____)

- Detail Sheets
- Planting Sheets
- Irrigation Sheets

***SWPPP: required on Sites > (1) One acre (43,560 sq.ft.) (Storm Water Pollution Prevention Plan)

***Drainage Report: required on Sites > (10) Ten acres (435,600 sq