



RESIDENTIAL SUBMITTAL COMMENT FORM

Public Works
Building Inspection
311 Vernon Street
Roseville, California 95678-2649
916.774.5332 fax:916.774.5394

All information listed below shall be submitted to the Permit Center for plan check and permit processing.

Incomplete submittals will not be processed for plan check.

Builder _____ Date: _____

Subdivision: _____ Phase: _____

- Production Homes
- Custom Home
- Lot Number(s): _____

Contact Person: _____ Phone: _____

Planning Department (turn around time – 5-7 days)

- Subdivision Code # _____ Zoning _____
- Specific Plan Area _____
- Specific Plan Parcel # _____ Drng/Parks _____
- Three Copies - one wet stamped (original).
- Approved Plot Plan.

Planning Comments: _____

Signature: _____

Engineering Department (turn around time – 5-7 days)

- O.K. For Plan Check Only, Final Map Has Been Approved by City Council.
- O.K. For Permit Issuance, Substantial Completion Has Been Approved On
The following Lot (s) # _____

Engineering Comments: _____

Signature: _____ Date: _____

Building Division (turn around time – 3 weeks).

- New Subdivision
- Plans on hold
- Roseville Electric Department, (Approved Electric Meter Location)
- Completed Building Permit Application
- Completed School Letters
- Plan Check Fee

Note: Plan check time frames run sequentially, the overall plan check time may take up to 5 weeks. The actual time frame for plan check is dependant upon the number of similar requests.