



# City of Victorville

## Development Department

Planning ♦ Building ♦ Code Enforcement ♦ Business License ♦ Animal Control

14343 Civic Drive  
PO Box 5001  
Victorville, CA 92393-5001  
(760) 955-5100  
Fax (760) 269-0072  
planreview@victorvilleca.gov

### Commercial Tenant Improvement Plan Submittal Requirements

**Complete sets of plans shall include the items listed below:**

- Fully dimensioned plot plan with Assessor's parcel number (APN)
- Complete architectural and structural plans (to include building data)
- Water isometrics and sizing calculations for the system (pipe size, developed length, BTU, CHF, meter size and location)
- Gas isometrics (pipe size, developed length, BTU, CHF, meter size and location)
- Waste and vent isometrics (pipe size, fixtures, fixture unit table, cleanouts)
- Electrical wiring diagram (load calculations, disconnect service, wire size, single line drawing)
- HVAC mechanical plans
- Environmental Health Department Plans (if applicable)
- Completed Application for MDAQMD Clearance (with approval signature from MDAQMD)
- Energy calculations
- Structural calculations (if applicable)
- Non-Residential Green Code mandatory measures, including Construction Waste Management Plan

**ALL PLANS AND DOCUMENTS SUBMITTED SHALL BE SIGNED  
(signature of architect and/or engineer of record, contractor, or owner)**

***Note: Modification to fire suppression system, if required, shall be submitted to Fire Department.***