



This form is required to be the first page of the Supplemental (SUP) file

The preparer is legally responsible for signatures whether a graphic, typewritten, or handwritten. Documents may not be restricted by digital signatures or otherwise.

Project Information	County Review Stamp
Permit No. _____ APN: _____ Project Address: _____ Legal Owner: _____ Applicant: _____ Date: _____	Reserved for County Stamp

County Documents portion for staff use only

County Documents County staff use only	Additional County Documents County staff use only
<input type="checkbox"/> Environmental Planning Notes & Inspections	<input type="checkbox"/> _____

The SUP file must be complete and include all documents required for permit issuance each time the file is uploaded (partial/incremental submittals are not allowed)

Project Documents Checkmark documents included	Additional documents Identify additional documents included
<input type="checkbox"/> EVCS Form(s) – PLG290 , PLG291 , PLG292 , PLG293	1 _____
<input type="checkbox"/> Transfer of Responsibility Form(s) – PLG250	2 _____
<input type="checkbox"/> Modification Worksheet – Form	3 _____
<input type="checkbox"/> Substantial Improvement Form – Form	4 _____
<input type="checkbox"/> WELO Residential Checklist & Exemption Form – PLG152	5 _____
<input type="checkbox"/> WELO Landscape Plan Submittal Form – PLG154	6 _____
<input type="checkbox"/> Arborist Report	7 _____
<input type="checkbox"/> →Consultant Plan Review – PLG300 required with report	8 _____
<input type="checkbox"/> →Addendum(s)	9 _____
<input type="checkbox"/> Geological Investigation Report	10 _____
<input type="checkbox"/> →Consultant Plan Review – PLG300 required with report	11 _____
<input type="checkbox"/> →Addendum(s)	12 _____
<input type="checkbox"/> →County Acceptance Letter(s)	13 _____
<input type="checkbox"/> Geotechnical Investigation Report (or Waiver Request Form)	14 _____
<input type="checkbox"/> →Consultant Plan Review – PLG300 required with report	15 _____
<input type="checkbox"/> →Addendum(s)	16 _____
<input type="checkbox"/> →County Acceptance Letter(s)	17 _____
<input type="checkbox"/> Drainage Calculations	18 _____
<input type="checkbox"/> → Appendix A: Project Information & Threshold Determination	19 _____
<input type="checkbox"/> →Addendum(s)	20 _____
<input type="checkbox"/> Special Inspections Form – PLG240 submit all pages of form	21 _____
<input type="checkbox"/> Structural Calculations	22 _____
<input type="checkbox"/> →Addendum(s)	23 _____
<input type="checkbox"/> Truss Shop Drawings project architect/engineer review required	24 _____
<input type="checkbox"/> →Written review by <u>project architect/engineer of record</u>	25 _____
<input type="checkbox"/> Specification Book (with table of contents & bookmarked sections)	26 _____