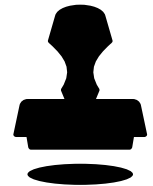


CITY OF COSTA MESA BUILDING DIVISION

ELECTRONIC PLAN CHECK



SUBMITTAL

REVIEWS

APPROVAL

The City of Costa Mesa Building Division is excited to announce that it has initiated a pilot program to allow electronic plan check submittals. To save time and money on printing, applicants can now submit a USB drive instead of plans. In addition to saving applicants money, the pilot program will help to improve the accuracy, quality and speed of the plan review process. The Building Division, as well as all of the City's contract plan check firms, are equipped with the tools necessary for digital plan review.

The USB drive should contain a PDF of plans, structural calculations and soils reports, as needed. Once electronic plan review is complete, two paper copies of the final plans will be required for stamping.

There are a few simple requirements for the PDFs. Please contact the Building Division at 714.754.5273 for more information or download a handout on the process from the City's website.

