



**Development Services Department**

77 Fair Dr  
Costa Mesa, CA 92626

**Building Division**

T: (714) 754-5273  
Mon-Thurs 8:00 a.m to 5:00 p.m.  
buildinginfo@costamesaca.gov

## **BUILDING PLAN REQUIREMENTS FOR TENANT IMPROVEMENTS AT SOUTH COAST PLAZA**

**Provide the following as part of the building permit application process:**

Drawings and reference documents required on minimum size 24" x 36" (architectural scale D)

### **NEW COMMERCIAL**

- Obtain approval from South Coast Plaza office prior to submitting plans for review.
- Contact Mike Paz at (714) 546-0110

### **COMMERCIAL INTERIOR TENANT IMPROVEMENT/ADDITION**

**MINIMUM SUBMITTAL REQUIREMENTS** (Full set consists of Architectural, Structural, and M,E,P's)

- PLANNING- 1 full set
- BUILDING- 2 full sets
- FIRE- 1 full set (if occupancy is A, E, H, I, R-1, S, R;)
- 2 sets of Structural Calculations (if applicable)
- 2 sets of Title 24 (if applicable)

### **IF ADDING NEW PLUMBING FIXTURES**

- SANITATION- 1 Set of Architectural/Plumbing
- WATER DISTRICT- 1 Set of Architectural/Plumbing

**For questions call the Building Division at (714) 754-5273.**

*This may not be a complete list of all required submittals.*

*+ These requirements are general and all items might not be needed in all cases.*