

# **EXPRESS PLAN CHECK SERVICES ENHANCEMENTS ALERT**

**EFFECTIVE ON MONDAY, AUGUST 16<sup>TH</sup>,**

Development Services will be offering a **NEW LINE** of Express Plan Review Service. The new line provides enhanced services to allow larger and more complicated projects to qualify for express services. The following is a comparison of the existing and enhanced requirements.

## **1. RESIDENTIAL EXPRESS**

### **a. Regular Express Requirements:**

- The property must be a one or two family dwelling.
- The project must be a single story addition and/or alteration no greater than 500 square feet.

### **Enhanced Express Requirements:**

- Single story addition and/or alteration no greater than 750 square feet
- Two story remodeling (with minor structural calculations) up to 750 square feet

## **2. COMMERCIAL EXPRESS**

### **a. Regular Express Requirements:**

- Retail Tenant Improvements (TI) with total floor area less than 1,500 square feet.
- Office TI with total tenant floor area less than 10,000 square feet.
- Existing restaurant TI where the total dining area is less than 750 square feet and the work proposed is limited to the customer service area only.

### **b. Enhanced Express Requirements:**

- Retail TI (with minor structural calculations) up to 10,000 square feet.
- Office/R&D office TI (with minor structural calculations but no HazMat) up to 20,000 square feet.
- Existing restaurant TI where the total dining area is less than 750 square feet and the work proposed is limited to the customer service area only.
- Cell Site installation with battery electrolyte less than 50 gallons, exterior battery system and no hazardous materials (i.e., diesel fuel generator).
- Roof top mechanical unit (without HazMat) maximum 2,500lbs.

**For Additional Information  
Please See a Permit Specialist at the Development Services Center  
or call (408) 535-3555 for details.**

***Thank you for you attention***