



Required Submittal Documents/Items for Residential Building Construction Permits for One or More New Residential Units Effective January 1, 2024 as required by AB2234

	Comments:	EPR	Accessory Dwelling Unit				Single Family Unit				Multi-Family Unit			Demo	Site Improvement
		Electronic Plan Review (EPR) Document Formatting Conformance Required	New Accessory Dwelling Unit: Detached	New Accessory Dwelling Unit: Detached HCD/HUD	New Accessory Dwelling Unit: Attached	New Accessory Dwelling Unit: Junior ADU	New Single-Family Dwelling: 2-Units/Duplex	New Single-Family Dwelling: Non-Tract	New Single-Family Dwelling: One-Story, Non-Tract	New Single-Family Dwelling: Tract	New Multi-Family Dwelling: R3	New Multi-Family Dwelling: R-2	New Mixed-Use: Residential/Commercial	Demolition Associated with New Residential Construction [AB2234]	Site Improvement/Parking Lot Modification Associated with New Residential Construction [AB2234]
Legend:															
●	Required														
○	Required based on "Comments" criteria														
*	Document reviewed in EPR														
N/A	Not Applicable														
Initial Submittal: Required Documents/Items															
Plan Review Fees Paid in Full			●	●	●	●	●	●	●	●	●	●	●	●	●
Electronic Plan Review (EPR) Document Conformance	Documents that must conform to the EPR formatting requirements as designative in the "EPR" column with an asterisk *		●	●	●	●	●	●	●	●	●	●	●	●	●
Plan Set including all documentation required by FMC Title 15		*	●	●	●	●	●	●	●	●	●	●	●	●	●
CAL Green Mandatory Measures Checklist (Non-Residential)	To be included in Plan Set	*	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	●	N/A	N/A
CAL Green Mandatory Measures Checklist (Residential)	To be included in Plan Set	*	●	N/A	●	●	●	●	●	●	●	●	●	N/A	N/A
Joint Trench Plan	Required when dry utilities are proposed, relocated, or removed		N/A	N/A	N/A	N/A	N/A	N/A	N/A	○	○	○	○	N/A	N/A
Landscape Plan	To be included in Plan Set	*	N/A	N/A	N/A	N/A	N/A	●	●	●	●	●	●	N/A	●
Parking Plan	To be included in Plan Set	*	N/A	N/A	N/A	N/A	N/A	N/A	N/A	●	●	●	●	N/A	●
Title 24, Part 6 Energy Report (California Energy Code)	To be included in Plan Set	*	●	N/A	●	●	●	●	●	●	●	●	●	N/A	●
Trash Enclosure Plan	To be included in Plan Set	*	N/A	N/A	N/A	N/A	N/A	N/A	N/A	●	●	●	●	N/A	N/A
Truck Turning Template Plan	To be included in Plan Set	*	N/A	N/A	N/A	N/A	N/A	N/A	N/A	●	●	●	●	N/A	N/A
Accela Citizen Access (ACA) Permit Application or Permit Application Form (PDF Version)			●	●	●	●	●	●	●	●	●	●	●	●	●
Alameda County Water District (ACWD) Well Investigation Letter			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	●	N/A	N/A
Approved Alameda County Public Health Department (ACHD) Plan	Required for Commercial Tenant Improvement, Kitchen Remodel, and Public Swimming Pool		N/A	N/A	N/A	N/A	N/A	N/A	N/A	○	○	○	N/A	N/A	N/A

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Legend: ● Required ○ Required based on "Comments" criteria * Document reviewed in EPR N/A Not Applicable															
Approved Union Sanitary District (USD) Plan/Letter	Required for Commercial Tenant Improvement, Kitchen Remodel, Public Swimming Pool, and when new sewer lateral to be installed		○	○	○	○	○	○	○	○	○	○	○	○	○
Authorization to Act on the Owner's Behalf	Required when work is to be completed by an agent for the owner		○	○	○	○	○	○	○	○	○	○	○	○	○
Bay Area Hydrology Methodology (BAHM) Output Files	Required when hydromodification management is required		N/A	N/A	N/A	N/A	N/A	N/A	N/A	○	○	○	○	N/A	N/A
Bay Area Hydrology Methodology (BAHM) Report	Required when hydromodification is required		N/A	N/A	N/A	N/A	N/A	N/A	N/A	○	○	○	○	N/A	N/A
Combo Flow/Volume Sizing Worksheets	Required when required stormwater treatment measures are below 4% of the effective impervious area.		○	○	N/A	N/A	○	○	○	○	○	○	○	N/A	○
Completed Letter of Agreement for Structural Observation		*	●	●	N/A	N/A	●	●	●	●	●	●	●	N/A	N/A
Completed Letter of Plan Review and Agreement for Soil and Foundation Field Observation		*	N/A	N/A	N/A	N/A	●	●	●	●	●	●	●	N/A	●
Completed Special Inspection and Testing Agreement		*	●	●	●	N/A	●	●	●	●	●	●	●	N/A	●
Department of Housing and Community Development (HCD) or Third-Party Approval	Required for modular/manufactured buildings		N/A	○	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Entitlement/Design Review Condition of Approval Review Letter	Required when Design Review/Entitlement approval has occurred. Letter clarifies how each condition of approval has been addressed/integrated into permit request		N/A	N/A	N/A	N/A	N/A	N/A	N/A	●	●	●	●	●	●
Geotechnical/Soils Report (Landslide/Seismic Zone)	Required when site is located within a Seismic and/or Landslide Zone	*	○	○	○	○	●	●	●	●	●	●	●	N/A	●
Geotechnical Report/Soils Report for Pier and Grade Beam Foundations	Required if not using FMC prescriptive requirements	*	○	○	○	○	●	●	●	●	●	●	●	N/A	●
Hazardous Material Inventory Disclosure	Required for public swimming pool and when hazardous materials are otherwise required		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	○	○	○	N/A	N/A
Issued Permit "J Number" from the Bay Area Air Quality Management District (BAAQMD)			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	●	N/A
Operations & Maintenance Manual	Required when project must provide hydraulically sized treatment measures or pervious pavement.		○	○	N/A	N/A	○	○	○	○	○	○	○	N/A	○
Pervious Pavement Sizing Worksheet & In-Situ Infiltration Testing	Required when project uses pervious pavement systems to comply with the Municipal Regional Stormwater Permit requirements.		○	○	N/A	N/A	○	○	○	○	○	○	○	N/A	○
PG&E Notification of Disconnect of Services			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	●	N/A
Polychlorinated Biphenyls (PCB) Screening Assessment Form			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	●	N/A
Pool/Septic Tank Removal	Required when a septic tank or pool is removed		○	○	○	○	○	○	○	○	○	○	○	○	○
Property Owner Verification	Required when property owner is not correct		○	○	○	○	○	○	○	○	○	○	○	○	○
Reimbursement Agreement	Required for Planning concurrent review and entitlement conformance review		○	○	○	○	○	○	○	○	○	○	○	N/A	○

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Special Projects Worksheet and Narrative Packet	Required when project is considered a Special Project under the Municipal Regional Stormwater permit.		N/A	N/A	N/A	N/A	N/A	N/A	N/A	○	○	○	N/A	N/A	
Specifications for Assemblies & Equipment	Required to verify application of building materials	*	○	○	○	○	●	●	●	●	●	●	N/A	N/A	
Specifications for Assemblies & Equipment - Heating Source	Required when a heating source is something other than a furnace	*	○	○	○	○	○	○	○	○	○	○	N/A	N/A	
Specifications for Assemblies & Equipment - Trash Compactor	Required when a trash compactor is proposed	*	N/A	N/A	N/A	N/A	N/A	N/A	N/A	○	○	○	N/A	N/A	
Specifications for Assemblies & Equipment - Water Heating Appliance	Required when the water heater is something other than a tank water heater	*	○	○	○	○	○	○	○	○	○	○	N/A	N/A	
Stormwater Control Plan (SCP)	Required when project must provide hydraulically sized treatment measures or pervious pavement.		○	○	N/A	N/A	○	○	○	○	○	○	N/A	○	
Stormwater Management Measures Operations and Maintenance Agreement (O&M Agreement)	Required when project must provide hydraulically sized treatment measures or pervious pavement.		○	○	N/A	N/A	○	○	○	○	○	○	N/A	○	
Stormwater Requirements Checklist			●	●	N/A	N/A	●	●	●	●	●	●	N/A	●	
Structural Calculations for Non-Conventional Framing Design	Required if not using conventional frame structures	*	○	○	○	○	●	●	●	●	●	●	N/A	N/A	
Prior to Issuance: Required Documents/Items															
Accessory Dwelling Unit (ADU) Utility Capacity Form			●	●	●	●	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Approved Grading Agreement	Required if moving of soil is proposed.		○	○	○	N/A	○	○	○	○	○	○	N/A	○	
Approved New Address Letter and Map			●	●	●	●	●	●	●	●	●	●	N/A	N/A	
Approved Private Protected Tree Removal Permit	Required if existing tree(s) are proposed to be removed or pruned		○	○	○	○	○	○	○	○	○	○	○	○	
Approved Tract Map and Improvement Plan	Required when an approved tentative tract map for parcel		N/A	N/A	N/A	N/A	○	○	○	●	●	●	N/A	N/A	
Approved Traffic Control/Detour	Required when construction occurs on arterials, collectors, and within 500 feet of a school		○	○	○	N/A	○	○	○	●	●	●	N/A	N/A	
Approved Waste Handling Plan in Green Halo			●	●	●	●	●	●	●	●	●	●	●	●	
Approved Encroachment Permit	Required if off-site improvements needed for project		○	○	○	N/A	○	○	○	●	●	●	N/A	N/A	
Construction and Staging Management Plan			N/A	N/A	N/A	N/A	N/A	N/A	N/A	●	●	●	N/A	N/A	
Plan Review Response Letter	Reponses to each comment made on prior cycle plan review		○	○	○	○	○	○	○	○	○	○	○	○	
Plot Plans		*	N/A	N/A	N/A	N/A	N/A	N/A	N/A	●	●	●	N/A	N/A	
Receipt/Certificate of Compliance from Fremont Unified School District	Required if construction ≥500 square feet		●	●	●	●	●	●	●	●	●	●	N/A	N/A	
Recorded Deferred Impact Fee Agreement	Required if applicant opts to defer payment of development impact and/or affordable housing fees		N/A	N/A	N/A	N/A	○	○	○	○	○	○	N/A	N/A	
Recorded Notice of Limitations by the Alameda County Recorder			N/A	N/A	N/A	●	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	

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Trade Fixture Worksheet	Required for new structures		○	○	○	○	○	○	○	○	○	○	○	○	○
Prior to Final: Required Documents/Items															
Approved Alternate Method and Materials (AMMR) Request	AMMR must be approved prior to Final Inspection		○	○	○	○	○	○	○	○	○	○	○	○	○
Approved Recycling Receipts Documentation			●	●	●	●	●	●	●	●	●	●	●	●	●
Approved Revision Records	Required if revision records have been requested. Must be in the status <i>Revision Issued</i> , <i>Void</i> , or <i>Cancelled</i> to be able to request a Final Inspection.		○	○	○	○	○	○	○	○	○	○	○	○	○
Approved Vesting Tentative Parcel Map	Required when construction is occurring on a new parcel created by an approved Tentative Parcel Map		N/A	N/A	N/A	N/A	○	○	○	○	●	●	●	N/A	N/A
Approved Vesting Tentative Tract Map	Required when construction is occurring on a new parcel created by an approved Tentative Tract Map		N/A	N/A	N/A	N/A	○	○	○	○	●	●	●	N/A	N/A
As-Built Plan	Required by City inspector prior to Final Inspection		○	○	○	○	○	○	○	○	○	○	○	○	○
Completed Agency Release Checklist	Required by City inspector prior to Final Inspection		○	○	○	N/A	○	○	○	○	●	●	●	N/A	N/A
Special Inspection and Testing Final Letter			●	●	●	N/A	●	●	●	●	●	●	●	N/A	●
Finaled Encroachment Permit	Required prior to Final Inspection if Encroachment Permit issued for off- site construction		○	○	○	○	○	○	○	○	●	●	●	○	○
Finaled Fire Alarm Permit			N/A	N/A	N/A	N/A	N/A	N/A	N/A	●	●	●	N/A	N/A	
Finaled Fire Sprinkler Permit (NFPA 13)			N/A	N/A	N/A	N/A	●	●	●	●	●	●	N/A	N/A	
Finaled Grading Permit	Required if Grading Permit issued for site construction		○	○	○	N/A	○	○	○	○	○	○	N/A	○	
Finaled Trash Enclosure Permit (or completed within BLD)			N/A	N/A	N/A	N/A	N/A	N/A	N/A	●	●	●	N/A	N/A	
ICC-ES Evaluation Service Report (ESR)	Required to verify application of building materials		○	○	○	○	○	○	○	○	○	○	○	○	○
Plat and Legal Descriptions (Signed Closure Calculations)	Required when easement dedications part of project		○	○	○	N/A	○	○	○	○	○	○	N/A	N/A	
Plumbing Replacement (SB 407): Water-Conserving Plumbing Fixtures Certificate of Compliance by Property Owner	Required when more than \$1,000 of upgrades are proposed		N/A	N/A	○	○	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
Project Engineer's Final Letter	Required to verify that Engineer's design has been constructed		○	○	○	○	●	●	●	●	●	●	N/A	○	
Setback/Pad Elevation Certificate	Require when construction near to property line		○	○	○	○	●	●	●	●	●	●	N/A	N/A	
Contractor/Subcontractor Business Tax	Required of all contractors/subcontractors doing work within Fremont corporate boundaries		○	○	○	○	○	○	○	○	○	○	○	○	