



**TOWN OF TRUCKEE
COMMUNITY DEVELOPMENT DEPARTMENT
BUILDING AND SAFETY DIVISION**

COMMERCIAL BUILDING PERMIT NUMBER:

STATUS:

Dear Permit Applicant:

PRIOR TO ISSUE OF THIS PERMIT APPLICATION, REVIEW AND WRITTEN APPROVAL BY THE FOLLOWING TOWN DIVISIONS AND LISTED ALTERNATE AGENCIES ARE REQUIRED.

Please review the table at the bottom of this page. If the status of a Town Division is checked as “Not Approved”, a list of conditions for their approval has been attached to this document. Review the conditions, provide appropriate additional documentation and/or revisions to plans to comply with those conditions and return to the Building Division front counter. The Building Division will route the returned documentation to appropriate locations for their review and approval. Once all approvals have been obtained, the permit application will be “Approved” and the applicant will be notified.

If you have questions regarding specific conditions for approval, please direct them to the individual who wrote them. Staff member names and telephone numbers are included with the corresponding comment list from each division.

(It is the intent of the Community Development Department to obtain all Town Division approvals, or attach a list of their conditions for approval, prior to contacting the applicant in regards to the permit status. If however, the status of a Division below is marked as “Not Approved” and no comments have been attached, please contact that division at the number listed to obtain either their written approval or a list of conditions for their approval.)

TOWN DIVISION STATUS IS AS FOLLOWS:

<input type="checkbox"/> Approved	Date:	<input type="checkbox"/> Not Approved, see attached	Building and Safety Division ((530) 582-7821
<input type="checkbox"/> Approved	Date:	<input type="checkbox"/> Not Approved, see attached	Engineering Division (530) 582-7700
<input type="checkbox"/> Approved	Date:	<input type="checkbox"/> Not Approved, see attached	Planning/HPAC Division (530) 582-7820

Sincerely,

The Town of Truckee

COMMERCIAL SIGN PLAN CHECK COMMENT/CORRECTION LIST

Please respond in writing to each comment on the following pages by marking the attached comment list or creating a response letter. Indicate which detail or specification on plans, and/or calculation(s) shows the requested information. Your complete and clear responses will expedite the re-check and hopefully approval of this project. **ANY DOCUMENTATION/RESPONSE REQUIRED BY ENGINEER SHALL BE PROVIDED WITH ENGINEER'S WET STAMP AND SIGNATURE.** Thank you for your assistance.

If re-submittal includes new plans – please provide original marked plans when resubmitting. Thank you for your assistance.

**BUILDER'S
COMMENT**

**CORRECTION / CLARIFICATION REQUIRED
AND / OR ADDITIONAL COMMENTS**

These documents have been spot checked for code and structural compliance. Plans may be lacking sufficient information, details, and engineering, for complete review and construction of the structure. If there are errors or a lack of information or details for construction and code compliance, additional engineering, details, documentation, and fees may be required by Building Inspectors during construction or at the time of inspection(s).

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**Address any of the following items which have been marked with an "X".
Some items may be duplicates of comments above, and have been marked for
further information/clarification.**

**BUILDER'S
COMMENT**

**CORRECTION / CLARIFICATION REQUIRED
AND / OR ADDITIONAL COMMENTS**

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- A1 Town Planning Division and/or HPAC review and written approval required prior to issue of the building permit.**
- A2 Sign shall be designed in compliance with Appendix Chapter H, of 2010 CBC. Signs shall be designed and constructed to comply with the provisions of the current code for use of materials, loads and stresses. CBC H105.1.**
- A3 Submittal documentation shall include stamped and signed design calculations, shall show the dimensions, material and required details of construction, including loads, stresses and anchors. CBC H105.2. (Indicate approximate weight of sign, define load capacity of proposed connectors, detail their required spacing, embedment and total number of fasteners required.)**
- A4 If electrical is proposed under this permit application, verify scope of work and detailing reflect this fact.**
- A5 Include sign lighting calculations in compliance with 2008 Energy Standards.**