















The City of South Lake Tahoe thanks you for submitting your project as a (PDF) Portable Document Format and reducing the environmental impact of the plan check and approval process.

**The Review Process: What happens next?**

The digital submittal allows departments to simultaneously review your project with the goal to approve the project, watermark with the City's seal and plans returned to the applicant for printing and final permit issuance. In the event plan check corrections are required, we combine all the plan review notes into one source document and return these to the applicant in a timely manner.

Once your application is received, our Permit Technicians will review the submitted PDF's and proceed as follows:



- If the submittal is incomplete, it will be returned via email noting missing components. If the submittal is not received as per instructions on the Submittal Checklist with PDF's named accordingly and plans and documents properly attached, it will also be returned.
- If the application and submittal files are deemed complete, the plan review process begins. The project will be routed to the appropriate review departments listed below.



The Building Division will determine compliance with the minimum requirements of State and local laws and standards of applicable codes including but not limited to: California Building Code, California Electrical Code, California Mechanical Code, California Plumbing Code, California Energy Code, and the California Green Building Standards Code.



The Planning Division will verify compliance with zoning regulations, including authorized uses within zoning districts, required parking, and property development standards such as setbacks, and density requirements.



If required, a TRPA review will be conducted as specified in our MOU to ensure TRPA Code of Ordinances requirements are being met.



If required, the Fire Safety Inspector will check for compliance with fire safety requirements and the California Fire Code along with applicable National Fire Protection Association standards.



If required, the Public Works Department will check for compliance with stormwater management, drainage, parking and driveway standards and public improvement requirements.