



City of El Cajon
 Building & Fire Safety Division
 200 East Main Street
 El Cajon, Ca 92020
 (619) 441-1726, 1727

Building & Fire Safety Division Plan Submittal Checklist

Name: _____ Project Description: _____

Please route to the Department or Division indicated by a check mark below.

BUILDING DEPARTMENT: by: _____ date: _____

Yes N/A

- Permit Application _____
- Owner Builder Form _____
- Individual Contractor _____
- 4 Sets of Plans _____
- Site Plan _____
- Title 24 Compliance _____
- Easement Form _____
- School Fee Form _____
- Acceptance Letter _____
- Hazardous Material Form _____
- Health Department Stamp _____
- Sewer Connection Fees _____
- Special Inspection Program _____
- Fire Disclosure Form _____
- Asbestos Form (Demo) _____
- Industrial User Discharge Permit _____
- SDG&E Planner Sheet _____
- Other _____

PLANNING DIVISION: by: _____ date: _____

Yes N/A

- Planning Approval Required _____
- Planning Action Site Plan _____
- CUP _____
- Other _____

ENGINEERING/PUBLIC WORKS: by: _____ date: _____

Yes N/A

- Right of Way Certification Form _____
- Dedication Form _____
- Encroachment Permit _____
- Public Sewer Plan _____
- Other _____

STORM WATER: by: _____ date: _____

Yes N/A

- Erosion Control Plans _____
- Erosion Control Checklist _____
- Other _____

FIRE SAFETY: by: _____ date: _____

Yes N/A

- Sprinkler Permit _____
- Undergrounding Permit _____
- Knox Box Required _____
- Alarm Permit _____
- Other _____