



**CITY OF NEWPORT BEACH  
COMMUNITY DEVELOPMENT DEPARTMENT**

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## Policy Memorandum – ADMIN 11

**To:** Building Division Staff

**From:** Seimone Jurjis  
Assistant Community Development Director  
Chief Building Official

**Effective Date:** September 16, 2015 (*Previous: November 10, 2008*)

**Regarding:** **Electrical/Mechanical/Plumbing Drawing & Load Calculation Requirements for One and Two-family Dwellings**

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Plan check is required for any of the following items when a construction project contains, meets or exceeds any of the following Electrical, Mechanical, or Plumbing thresholds. Drawings are required to be submitted for plan check and approval with the building permit application. In some case only electrical load calculations are necessary and provided to the City inspector.

### **ELECTRICAL DRAWINGS REQUIRED FOR:**

1. Electrical service 600 amps or larger
2. Installation of a solar photovoltaic systems or non-conventional systems
3. Installation of electrical standby generator

### **ELECTRICAL LOAD CALCULATIONS MAY BE REQUIRED FOR:**

1. Alterations to the existing panel when it is affected by:
  - a) Additional circuits for docks or piers
  - b) Electric vehicle charging station
  - c) Additional circuit(s) for mechanical equipment (i.e., A/C or pumps)

### **MECHANICAL DRAWINGS REQUIRED FOR:**

1. Area of conditioned space exceeds 7,000 sq. ft.
2. Proposed construction of a basement or subterranean garage which requires mechanical ventilation in lieu of natural ventilation
3. Installation of an enclosed standby generator system with mechanical exhaust venting

**PLUMBING DRAWINGS ARE REQUIRED FOR ANY ITEMS LISTED BELOW:**

1. Installation of hydronic heating systems
2. Installation of drainage systems relying on sump pumps located inside the structure to lift water discharge to grade level
3. Installation of sewage ejector systems
4. Installation of a hot water boiler system exceeding 120 gallons capacity or 400,000 B.T.U. input
5. Installation of natural gas systems exceeding 750,000 B.T.U.
6. Installation of natural gas systems with pressure exceeding 14 inch water column [ $\frac{1}{2}$ " psi]
7. Installation of vehicle compressed natural gas [CNG] fueling systems
8. Installation of a Gray Water system Cistern rain water harvesting systems
9. Installation of alternate plumbing methods or material requires submittal of alternate method and materials request