



eTRAKiT PLAN SUBMITTAL FOR NEW COMMERCIAL PROJECTS

The City of Modesto requires electronic submittals in pdf format of all documents including applications, SWPPPs, and calculations. In order for the City to provide you complete and expeditious service, the plans and documents indicated below must be uploaded in eTRAKiT for us to distribute to the reviewing departments. Omission of any required information will be deemed an incomplete submittal and returned to the applicant.

File format must be PDF and a direct export of a CAD program. All files must be unsecured. All layers and comments must be flattened. It is preferred that all sheets be bookmarked. The top of all sheets should be orientated to the top of the screen. Construction plans shall be merged into one PDF file.

FILE SIZE IS LIMITED TO 150 Mb per file

GENERAL REQUIREMENTS: (209) 577-5232 www.modestogov.com/564

- [Building Permit Application](#)
- Architectural, Plumbing, Electrical, Mechanical, and Civil Plans
- Energy forms (Title 24)
- Geotechnical Report with Permeability Results
- Truss calculations
- Structural calculations
- [Hazardous Materials Form](#)
- Parcel Map / Final Map / Easements and supporting documents (as applicable)
- [Final Conditions of Approval \(City Council Resolution, BZA Conditions, and other resolutions\)](#)

FOR LAND DEVELOPMENT ENGINEERING REVIEW: (209) 571-5569 www.modestogov.com/663

- Hydrology Map showing ponding and calculations
- Storm water volume and percolation calculations to store water on site
- Civil Engineer's Estimate of civil work

FOR STORMWATER REVIEW: (209) 577-5264 www.modestogov.com/518

- Drainage Area Map
- Stormwater Access & Maintenance Agreement (For Priority Projects [click here](#))
- Hard Copy of SWPPP & state issued [WDID#](#) (For projects greater than 1 acre of disturbed soil)
- Stormwater quality control measures plan & calculations (For Priority Projects [click here](#))
- Local SWPPP or WPCP for projects less than 1 acre

FOR LANDSCAPE REVIEW: (209) 571-5573 www.modestogov.com/481

- Landscape and irrigation plans

FOR HEALTH DEPARTMENT REVIEW: (209) 525-6700 www.stancounty.com/er/ (Dining establishments, etc.)

- Contact and submit plans directly to The Health department

OTHER REVIEWS:

- Fire Sprinkler plans are a deferred submittal and must be submitted to Modesto Fire Department (209) 571-5553
- Fire Alarm plans are a deferred submittal and must be submitted to Modesto Fire Department (209) 571-5553
- Work in the public way requires and Encroachment permit from the Engineering Department (209) 342-4712
- Work on a State highway requires approval from Cal-Trans <https://dot.ca.gov/programs/traffic-operations/ep>
- Contractors will need to obtain a City of Modesto business license <http://modestogov.com/fin>

eTRAKiT

Plan Review Process



The City of Modesto will receive your plans via your upload in eTRAKiT (<http://permits.modestogov.com>).

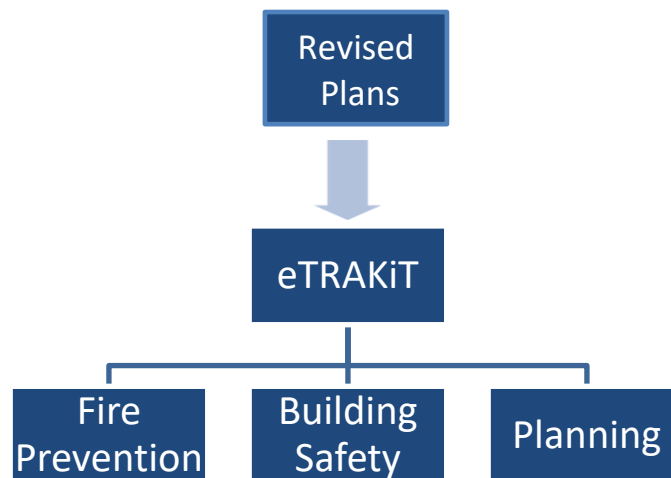
The plans will be reviewed by the various departments. Once all reviews are received, the redlined plans will be uploaded to your eTRAKiT account and you will be notified.



The Council approved timelines for reviews are:

Project Type	1 st Review	Resubmittals
New Commercial Buildings and Sites	30 Calendar Days	15 Calendar Days
New Apartments and Multifamily	30 Calendar Days	15 Calendar Days
Commercial Remodels	21 Calendar Days	14 Calendar Days
New Single Family Dwellings	21 Calendar Days	7 Calendar Days
Residential Remodels	14 Calendar Days	7 Calendar Days

You can view the redlined plans by accessing eTRAKiT and clicking on attachments under your permit. Once the revisions are completed, upload the revised plans to your permit in eTRAKiT.



eTRAKiT will automatically route the revised plans to City Staff. Once the plans have been approved, Building Safety will contact you to obtain the permit. If there are any questions during the process, contact Building Safety Program Coordinator Chris Kemper at 209-577-5277

If you are doing any work in the public right of way such as a street or alley, you will need to obtain an encroachment permit. For information on encroachment permits, visit: <http://www.modestogov.com/1507>

If your building is sprinklered, fire sprinkler plans will need to be submitted to Modesto Fire after the permit is issued. For information on fire sprinkler plans, visit <http://www.modestogov.com/149>