



QUALIFICATION CRITERIA FOR MECHANICAL PLAN CHECK (1) COUNTER PLAN CHECKS (2) REGULAR PLAN CHECKS

QUALIFICATION INSTRUCTIONS

The attached project description lists will be used to determine if a residential or commercial project qualifies as a **Counter Plan Check** or Regular Plan Check. Descriptions of the Counter and Regular Plan Check are presented below.

*If the project does NOT fall under the counter plan check description outlined in the list shown on page 2 of this Information Bulletin, it will be required to be submitted for **Regular Plan Check**.*

If further clarification is needed regarding a project qualification for Counter or Regular Plan Check, contact the mechanical plan check supervisor.

For additional information regarding mechanical plan check, contact:

Metro City Hall
201 N Figueroa St.
4th Floor
Within LA County Tel #: 3-1-1

Van Nuys
6262 Van Nuys Blvd.
Room 251
Within LA County Tel #: 3-1-1

For telephone inquiries originating from outside of Los Angeles County, call (213) 473-3231.

COUNTER PLAN CHECK

A Counter Plan Check offers the applicant the convenience and expedience of an over-the-counter plan check review and subsequent permit issuance the same day of plan submittal, when all applicable code requirements are satisfied, without having to schedule an appointment. The type of project which qualifies as a Counter Plan Check is typically a very minor construction project, such as a small commercial tenant improvement or alteration or a small residential alteration or addition.

REGULAR PLAN CHECK

Projects which consist of more complex plans and/or calculations requiring time consuming review, will require a Regular Plan Check which will necessitate plan submittal. If a submittal for a regular plan check is required, the applicant will be informed of the approximate date of completion of that plan check process at the time of plan submittal.

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. For efficient handling of information internally and in the internet, conversion to this new format of code related and administrative information bulletins including MGD and RGA that were previously issued will also allow flexibility and timely distribution of information to the public.

COUNTER PLAN CHECK

THE FOLLOWING PLANS ARE QUALIFIED FOR CHECKING OVER THE COUNTER *

ELEVATORS	
<input type="checkbox"/> Cylinder Replacement	<input type="checkbox"/> Plunger Replacement

FIRE PROTECTION		
<input type="checkbox"/> Single family dwellings up to 10,000 square feet	<input type="checkbox"/> Fire Hydrants	<input type="checkbox"/> Tenant Improvement within a floor
	<input type="checkbox"/> Water curtains	

HVAC	
<input type="checkbox"/> Single type I hood and ventilation system	<input type="checkbox"/> Dryer vent, Garage and bathroom ventilation
<input type="checkbox"/> Single type II hood and ventilation system	<input type="checkbox"/> Modernization of HVAC systems
<input type="checkbox"/> Tenant Improvement one floor, one tenant only	

PLUMBING		
<input type="checkbox"/> Copper Re-pipe (small systems)	<input type="checkbox"/> Low pressure Gas systems	<input type="checkbox"/> Rainwater and storm drain systems
<input type="checkbox"/> Swimming Pools	<input type="checkbox"/> One sump pump or one sewage ejector system	<input type="checkbox"/> Underground Water Piping
<input type="checkbox"/> SPA		

*** Large or complicated jobs that fall under the description of this list may be considered for Regular Plan Check as determined by the counter supervisor.**

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