



Community Development Department
11 English Street
Petaluma, CA 94952
<http://cityofpetaluma.net>



Building Division
Phone: (707) 778-4302
Fax: (707) 778-4498
To schedule inspections: (707) 778-4479
Email: cdd@ci.petaluma.ca.us

Third Party Plan Check

The following names and addresses are Petaluma plan check consultants that may be used for a third party plan check. Please note that prior approval for use of any of these consultants must be obtained from the Building Official.

Hughes Consulting
Tim Hughes
(707) 483-9520
Non-Structural

The Phillips Group
100 Stony Point Road, Suite 290
Santa Rosa, CA 95401
707-527-8500

Setterland and Associates/PE
1540 Gravenstein Highway South
Sebastopol, CA 95472-4835
707-829-3800

CQA/Matt Stockton/PE
707-529-7152
cqa@sonic.net

TRB & Associates Todd Bailey/PE
5776 Stoneridge Mall Rd. Suite 320
Pleasanton, Ca 94588
P: 925-734-6680 f: 925-224-7726
tbailey@TRBplus.com

Coastland
Mike Unsworth
1400 Neotomas Avenue
Santa Rosa, CA 95405
Phone: (707) 571-8005
Fax: (707) 571-8037

Any person requesting a permit may submit plans directly to the plan check consultant. All correspondence will be between the consultant and applicant. After review and approval by the consultant the plans must be forwarded to this division for building permit processing. See "City of Petaluma Checklist for Accepting Commercial Permit Applications" or "City of Petaluma Checklist for Accepting Residential Permit Applications" for submittal requirements.

To speed up the plan check process, an additional three sets of plans and a permit application must be submitted to the Building Division so that plans may be forwarded to other City departments for their review while being reviewed by the plan check consultant.

Should revised plans be required by the plan check consultant, three sets of revised plans should be resubmitted to the City at the same time so as not to delay the application for a building permit.

Payment for this third party plan check will be between the plan check consultant and the applicant. When plans are submitted to the Building Division for permit processing, the City plan check fee normally collected will be reduced by one-half.