County of Santa Cruz
Community Development & Infrastructure

Supplemental Documents Index

Form **PLG-235** 1 of 1
Rev 11/20/26

PLG-235 must be first page of the Supplemental file. Documents cannot be restricted by digital signatures or otherwise.

Project Information

Permit No. _____
APN: _____
Project Address: _____
Legal Owner: _____
Applicant: _____
Date: _____

Reserved for County Stamp

Notes

→ Each time the SUP file is uploaded, it must be complete and include all documents required for permit issuance.

→ When required for review, the 3 items below must be on the plan sheets (do not include them in the SUP file):

1. Special Inspections Form – *PLG240*
2. *Modification Worksheet & Plans*
3. Energy forms

Supplemental Documents Checkmark all items included in the SUP file

- ☐ EVCS Form(s) – *PLG290*, *PLG291*, *PLG292*, *PLG293*
- ☐ Transfer of Responsibility Form(s) – *PLG250*
- ☐ Substantial Improvement– *PLG315*
- ☐ WELO Residential Checklist & Exemption – *PLG152*
- ☐ WELO Landscape Plan Submittal – *PLG154*
- ☐ **Arborist Report** Submit PLG300
  - ☐ →*Consultant Review – PLG300*
  - ☐ →*Addendum(s)*
- ☐ **Geological Report** Submit PLG300
  - ☐ →*Consultant Review – PLG300*
  - ☐ →*Addendum(s)*
  - ☐ →*County Acceptance Letter(s) – PLG312*
- ☐ **Geotechnical Report** (or *Waiver PLG311*) Submit PLG300
  - ☐ →*Consultant Review – PLG300*
  - ☐ →*Addendum(s)*
  - ☐ →*County Acceptance Letter(s) – PLG312*
- ☐ **Drainage Calculations**
  - ☐ →*Appendix A: Project Determination*
  - ☐ →*Addendum(s)*
- ☐ **Structural Calculations**
  - ☐ →*Addendum(s)*
- ☐ **Truss Shop Drawings** submit review letter
  - ☐ →*Review letter by project architect/engineer*
- ☐ **Specification Book** TOC & bookmarked sections
- ☐ **Accessibility** *PLG245* Commercial additions/alterations

Additional Documents Please list addition items below

1 _____
2 _____
3 _____
4 _____
5 _____
6 _____
7 _____
8 _____
9 _____
10 _____
11 _____
12 _____