

CHECKLIST OF REQUIRED DOCUMENTS TO DEEM APPLICATION COMPLETE. PLEASE CHECK OFF THE DOCUMENTS BEING SUBMITTED AND UPLOAD THE CHECKLIST

Building Special Event Review Platform

Plan Reviews: Structural Review

Inspections: Building Final

Drawings: 1 Set of Digitally or Electronically signed and sealed drawings - See [Online Permitting Resource Center](#) for instructions.

Drawings included:

- Event Site Plan
- Structural Plans
- Life Safety Plan

Supporting Documents:

- Structural Calculations
- Special Inspector Form