



Development Services Department
Building Division
311 Vernon Street
Roseville, California 95678-2649

RESIDENTIAL PLUMBING Electronic Submittal Checklist

Please initiate a pre-application in the [Online Permitting Services \(OPS\) Portal](#) and select the following scope of work descriptions from the drop downs.

- Residential
- Do home repair or maintenance
- Water and/or sewer line replacement, water heater replacement

Enter your project information and attach the following items. Be sure to select the document type as identified below. All attachments must comply with [Roseville Electronic Plan Review Document Submittal Requirements](#). If applicable, please also see [Tankless Water Heater, Gas Piping Information](#), [Non Electric Solar Panel Permit Requirements](#) and/or [Permanent Exterior Gas BBQ Installation](#) for additional information.

DOCUMENTS

- Tankless water heater specifications, if applicable
- Water heater specifications, if applicable
- Solar water heater specifications, if applicable
- Pool solar system specifications, if applicable
- Sewage ejector system specifications, if applicable

PLANS

- Plot plan required for:
 - Water heating solar, including location and orientation of solar panels
 - Pool solar system ground/rooftop, including location and orientation of solar panels
 - Gas piping, including location of appliances, all setback distances in relation to existing structures and property lines
 - Residential sewage ejector system, including location of the sewage pump and tank

TECHNICAL DOCUMENTS

- [Gas piping schematic](#), if applicable
- Tankless water heater schematic, if applicable

Once your pre-application has been processed, you will receive a request for payment. Please note, for projects requiring plan review, your submittal will not be distributed to applicable City departments and the plan review period will not begin until payment has been received.

We encourage all applicants to utilize the OPS Portal to submit, but applicants may also submit in-person at the Permit Center. To submit at the Permit Center, please provide the items listed above along with a completed [Building Permit Application](#) on a USB drive or similar data storage device.