E-SUBMITTAL CHECKLIST AND QUESTIONNAIRE

Please save and upload copies of all required PLANS and DOCUMENTS from the checklist below. All plans and attachments uploaded to the Online Plan Submission Portal must comply with the E-Plan Submittal Requirements.

STEP 1:	Select project group:	**ENTITLEMENT / PLANNING**
STEP 2:	Select project type:	**ALL APPLICATIONS**
STEP 3:	Complete the required documents and questionnaire (if applicable) below.	
STEP 4:	Log in to the **Online Plan Submission Portal** and enter your project information to begin the application process.	
STEP 5:	Upload your completed documents.	

ADDITIONAL INFORMATION

1. Review the E-Plan Submittal Requirements for Entitlement Projects.

2. Visit https://irvineca.seamlessdocs.com/sc/cdinformationsheets to obtain the appropriate Information Sheet for your project. The Information Sheet includes a checklist that should be used to assemble the materials required for your application.

3. Verify that the appropriate person has signed all forms. If an electronic signature is provided, it must be accompanied by an Electronic Signature Disclosure: https://irvineca.seamlessdocs.com/f/esigdisclosure.

If you have any questions about the items requested or if you wish to obtain additional information, contact the Development Assistance Center at 949-724-6308 or by email at dac@cityofirvine.org.