## KERN COUNTY PUBLIC WORKS DEPARTMENT BUILDING INSPECTION DIVISION CRAIG M. POPE, P.E., DIRECTOR

ACCOUNTING ADMINISTRATION & ENGINEERING BUILDING & DEVELOPMENT OPERATIONS & MAINTENANCE



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## HOW TO DOWNLOAD YOUR APPROVED PLANS

This guide will explain how you will download your approved documents if your permit is utilizing electronic document review. Complete Electronic Document Review information can be found on our website.

When your permit has been approved, you will receive an email from the County with instructions on what to do next. If your permit required you to submit plans or other documentation, you will need to download those approved documents.

Figure 1 shows the Attachment page when documents are ready for download. This permit only has one approved document (plans) but your permit may have a different type of approved document or may have multiple approved documents (plans, calculations, and/or supplemental information).

It is the applicant's responsibility to print their approved plans and have them at the job site prior to the first inspection.

When printing plans, it is important to respect the page size of the document. Plans are often drawn to scale and printing the document on the wrong size paper will cause the scale to be wrong.

If you are having a problem downloading your approved documents, please contact us at 661-862-8650 or <a href="BID@kerncounty.com">BID@kerncounty.com</a>. Please note that documents that are not yet approved may not be available for download.

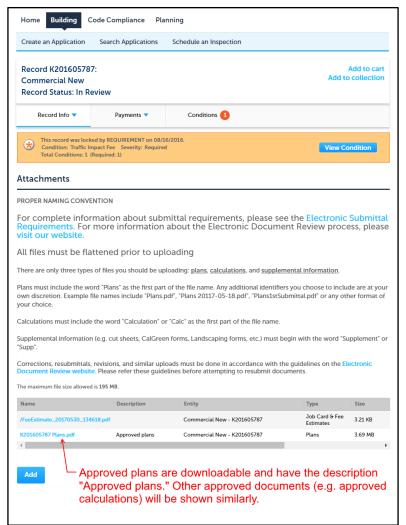


Figure 1. Attachments

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