



Building Division – Permit Center

Downloading Returned Documents

Process for Downloading Returned Document in the .Zip File

The Permit Center is where all building plan check takes place for a construction project. When the Plan Checkers have completed a plan check, your project's files are returned plans in a .zip file to your account. And there are two ways to download this .zip file

Option 1

Download your .zip file by clicking on the download link in the email you receive.

Option 2

After logging into your customer account at <https://fountainvalley.cts.city>, there are 4 steps for downloading the .zip file from your account.

1. Click the Projects link on the left side of the web page.
2. Click on the appropriate address for the project you would like to resubmit plans for.
3. In the Plan Checks area, click on the blue Regular Plan Check button for the any of submittal.
4. Click on the Plan Check.zip to download your documents.

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Applications
Projects
My Account
Logout

Projects

To download returned plans:
1. Click to the Projects page

Search projects

10772 LOS ALAMITOS BOULEVARD
Los Alamitos, CA 90720
PLAN CHECK
1 new message
Permit number: 2021-030
Date applied: Jan 27, 2021

4320 Katella Avenue
1 new message
ISSUED
Permit number: 2021-013
Date applied: Jan 11, 2021

2. Click the project you want to interact with

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Permit #2021-013

Messages 1

Permit Details

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Application Number: 1304 View Application

Status: ISSUED

Owner: 7-Eleven, 4320 Katella Avenue

Applicant: DAVID SOLMON, 11331 183RD ST. STE 367

Plan Checks

Request Plan Check

Submittal #2: Regular Plan Check (APPROVED)

Submitted: Jan 15, 2021 | Due: Jan 25, 2021 | Complete: Jan 25, 2021 | Days in Review: 5

3. Click the most recent submittal

Messages 1

Permit Details

Download

Permit Detail

Application Number: 1304 View Application

Plan Check Details

Submittal #2: Regular Plan Check (APPROVED)

Submitted: Jan 15, 2021 | Due: Jan 25, 2021 | Complete: Jan 25, 2021 | Days in Review: 5

Documents

26109 - 7WIN-BID SET-updated.pdf (2 MB)

Plan Check 2.zip (2 MB)

4. Download returned plans

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