



Updated 10/01/2014

WASHINGTON COUNTY BUILDING SERVICES DEFERRED SUBMITTAL REQUIREMENTS & AGREEMENT

DEFERRED SUBMITTAL PROCEDURES:

1. At the time of building permit application, a complete list of deferred submittals is required on the front sheet of each plan set.
2. Consistent with 2014 OSSC section 107.3.4.2, one or multiple design portions (components) of the design can be deferred provided the following conditions are met:
 - Designs which are determined to have minimal impact on the design of other building components can be deferred as a stand alone component system (i.e. roof trusses, sprinkler, fire alarm, etc).
 - Designs which are determined to have substantial impact on other building components must be combined with the affected components and deferred as a complete system.
3. A corrected valuation for each deferred submittal item must be provided before release of any approved submittal. **A minimum fee of \$273 will be assessed** for each deferred item at intake. NOTE: Deferred submittal fees are non-refundable.

DEFERRED DOCUMENTS SUBMITTAL:

1. Before submittal to Building Services, each deferred submittal shall bear the approval of the design professional in responsible charge, noting that the deferred submittal documents have been reviewed and have been found to be in general conformance to the design of the building *without exceptions or corrections*.
2. For accurate labeling and tracking the deferral descriptions as provided on the front plan sheet must be duplicated on the cover of all subsequent deferred submittal documents.
3. Mechanical and electrical deferred submittals must include ENERGY CODE COMPLIANCE FORMS.
4. Additional permit application(s) must be submitted for any work to be performed by additional contractors who are not listed on an existing permit application. Examples requiring separate permits include, but are not limited to; sprinkler, fire alarm, parking lot lighting, monument signs, generators, under ground fire lines, kitchen hoods, fire suppression systems, vendor installed equipment, fencing greater than six feet in height, and retaining walls.

DEFERRED SUBMITTAL REVIEW TIMEFRAME:

1. Plans must be submitted a minimum of 10 working days prior to installation, to provide sufficient time for the plan review and approval process. *Submittals found to be incomplete will not be subject to the 10 day review time.*
2. **Deferred submittal items shall NOT BE INSTALLED prior to Building Services approval. Approved site copies of the issued plans must be on site prior to start of any such work.**

I certify that I have read the above document and agree to follow the deferral process as outlined.

Signature: _____ Date: _____

Value of deferred submittal: _____ Primary building permit #: _____

Description/Scope of work: _____

Attach list for additional deferrals

Items which may be deferred include, but are not limited to the following:

<input type="checkbox"/>	Deferred Item	Valuation	Date	<input type="checkbox"/>	Deferred Item	Valuation	Date
	1. Acoustical ceiling suspension system				23. Pre-cast concrete structural members or panels		
	2. Auxiliary power systems				24. Prefabricated stair units to include steel, aluminum, or pre-cast concrete stairs		
	3. Awnings				25. Prefabricated wall panels		
	4. Bleachers				26. Pre-stressed concrete structural members or panels		
	5. Carports				27. Raised floor systems		
	6. Curtain wall systems				28. Shelving systems and steel storage racks		
	7. Electrical system				29. Signs		
	8. Emergency call system				30. Skylights		
	9. Exit illumination				31. Smoke and heat vents		
	10. Fire alarm system				32. Specialty retaining walls		
	11. Fire sprinkler				33. Stone veneer		
	12. Fire stopping				34. Terra cotta veneer		
	13. Fire suppression system				35. Type I Hood		
	14. Flag poles				36. Type II Hood		
	15. Light poles				37. Wooden, steel, or composite floor joists		
	16. Glass guardrails				38. Wood, steel, or composite roof trusses		
	17. Glazing systems				39. Seismic bracing for permanently installed HVAC and mechanical equipment		
	18. HVAC system				40. Seismic bracing for permanently installed electrical equipment		
	19. Intercom system				41. Seismic bracing for permanently installed plumbing equipment		
	20. Metal guard rails and handrails				42. Roofing systems		
	21. Plumbing system				43. Other		
	22. Post-tensioned concrete structural members or panels				44. Other		

I certify that the above information is correct, and understand that incorrect or missing information will cause the application to be rejected, resulting in delays for the applicant.

Signature of Applicant

Date