



DEFERRED SUBMITTAL

Request to defer element(s) of the building construction drawings.

Application # _____

Site Address _____

The purpose of this form is to assist the applicant in meeting the requirements for a complete application. One of the elements of a complete application is a complete set of construction drawings for the building. When part of the building construction set of plans is missing, arrangements must be made to coordinate the receipt of the late drawings and related documents. Pierce County Code amended the Uniform Building Code to state:

*“Plans shall include specifications, code analysis and statement of use, engineering calculations, diagrams, soil investigation reports, hazardous materials inventory statement (HMIS), special inspection and structural observation programs, **deferred submittal information** and architect/engineer stamp. Base plan work sheet Mechanical Drawings, Plumbing Drawings, Fire Protection Drawings and Energy Code compliance information shall also be included with the construction drawings.”*

“Site plans shall include, but not be limited to, the following: a vicinity map, all buildings on the same site, access drives, Emergency Vehicle Access, landscaping, on-site septic drain field location, parking, dimension all setbacks from buildings and lot lines, hydrant location and grading contours if lot slope is 15% or greater.”

Documents and/or plans for the deferred elements shall be submitted to the architect, engineer or designee of record who shall review them and forward them to the building official with a notation indicating that the deferred documents and/or plans have been reviewed and have been found to be in general conformance with the design of the building. The deferred items shall not be installed until their design and documentation have been approved by the building official. On projects where an architect or engineer is not required **and when the project has been through a Building and Fire Code preliminary review**, the owner may designate a representative for the project.

Architect, Engineer or Designee of Record:

Name: _____ Phone: _____

Signature: _____

The **ONLY** items that can be deferred are listed below. Check the items specific to this request:

- | | |
|---|---|
| <input type="checkbox"/> Fire Suppression Plans (no additional fee) | <input type="checkbox"/> Plumbing Plans |
| <input type="checkbox"/> Alarm Plans (no additional fee) | <input type="checkbox"/> Mechanical Plans |

USING THIS PROCESS REQUIRES AN ADDITIONAL PLAN REVIEW FEE AND IS NOT AVAILABLE FOR TENANT IMPROVEMENT PERMITS. ALL DEFERRED ITEMS SHALL BE SUBMITTED BEFORE THE BUILDING PERMIT WILL BE ISSUED.

Design Build Process or Fast Track Design requires prior approval and is not part of this process.