

# TRI-COUNTY PROCEDURES FOR DEFERRED SUBMITTALS

(For Commercial Projects)

The purpose of this document is to provide a standard procedure for deferred submittals. Applicants who wish to defer items should work with the building departments to:

1. List deferred submittal items on the title or cover sheet of the original plan when application is made.
2. State the design criteria/assumptions of the deferred submittal items on the plans.
3. As the deferred item documents and drawings are prepared for plan review, ensure that the deferred submittal documents are reviewed by the architect or engineer of record to verify that the items comply with the general design of the building.
4. Deferred submittal documents and drawings must be submitted and approved prior to the construction/installation of the deferred item. A stop work order may be issued if unapproved work proceeds.
5. Additional fees will be charged for deferred items.

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

1. Acoustical ceiling suspension system	15. HVAC system
2. Auxiliary power systems	16. Intercom system
3. Awnings	17. Metal guardrails and handrails
4. Bleachers	18. Post-tensioned concrete structural members or panels.
5. Carports	19. Pre-cast concrete structural members or panels
6. Curtain wall systems	20. Prefabricated stair units
7. Emergency call systems	21. Prefabricated wall panel
8. Exit illumination	22. Pre-stressed concrete structural members or panels
9. Fire alarm system	23. Shelving systems and steel storage racks
10. Fire proofing	24. Signs
11. Fire sprinkler	25. Smoke and heat vents
12. Fire stopping	26. Specialty retaining walls
13. Glass guardrails	27. Stone veneer
14. Glazing systems	28. Wooden, steel, or composite floor or roof trusses

## Deferred Submittal Fees

The fee for processing and reviewing deferred plan submittals shall be sixty-five (65) percent of the building permit fee calculated according to OAR 918-050-0110 (2) (3) using the value of the particular deferred portion or portions of the project, with a minimum fee of \$250. This fee is in addition to the project plan review fee based on the total project value.

No fees will be charged for deferring plumbing or electrical applications.