



City of Corvallis, Oregon
Development Services Division
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 Corvallis, OR 97339-1083
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DEFERRED SUBMITTAL AGREEMENT

Oregon Structural Specialty Code and Corvallis Municipal Code Section 9.01.100.010 allows a permit applicant to defer certain submittals if approved by the City of Corvallis. This form is a deferred submittal agreement for the following project:

Date: _____ **Project Name:** _____

Project Address: _____ **Permit Number:** _____

Guidelines:

1. **Approval** - Each deferred submittal shall bear the approval of the design professional in responsible charge. Notation shall be included that the deferred submittal documents have been reviewed and have been found to be in general conformance to the design of the building.
2. **List** - The design professional in responsible charge must check which submittals are requested to be deferred and indicate an estimated value and anticipated submittal date.
3. **Estimated Value** - The estimated value includes the sum of labor plus materials.
4. **Fees** - Each deferred submittal will be assessed a \$150 fee at the time of application. The Fire Code Fee and Plan Review Fee based on valuation will be assessed at the time of approval.
5. **Timelines** - Every attempt will be made to provide timely reviews of 10 business days (2 weeks).
6. **Work without a Permit** - Work that is constructed without having been reviewed and approved by both the design professional in responsible charge and Development Services will be considered as work performed without a permit. CMC Section 9.01.100.060 states "Any person or firm performing work prior to approval shall be subject to the penalties of CMC Section 9.01.210."

Please list all deferred submittals below. Additional items may be attached if necessary.

X	Deferred Item	Estimated Value	Anticipated Submittal Date

ACKNOWLEDGMENTS:

Owner Name (Printed)

Owner Signature

General Contractor Firm Name (Printed)

General Contractor Signature

Design Professional in Responsible Charge (Printed)

Design Professional Signature

Development Services Plans Examiner (Printed)

Development Services Signature