



PLAN REVIEW REQUEST for DEFERRED SUBMITTAL

City of Columbia - Community Development Department / Building and Site Development Division
701 E. Broadway, Columbia, Missouri 65201
Phone: (573) 874-7474 Fax: (573) 874-7283 TTY: (573) 874-7255



(Completed form must accompany the submittal package)

PROJECT INFORMATION

Project Number _____ Project Address _____

Design Professional
In Responsible Charge _____ Signature _____

DEFERRED REQUEST

- Indicate items by placing a check in the box which a "Deferred Submittal" is requested. Include the date the plans will be submitted to the City for review.
- The design professional of record must list the deferred submittals on the construction documents.

	DEFERRED ITEMS	SUBMITTAL DATE
<input type="checkbox"/>	Prefab Metal Building Plans	
<input type="checkbox"/>	Prefab Wood Truss Details & Layout	
<input type="checkbox"/>	Fire Alarm Systems	
<input type="checkbox"/>	Fire Sprinkler Systems	
<input type="checkbox"/>	Fixed Suppression Systems	
<input type="checkbox"/>	Other:	
<input type="checkbox"/>	Other:	
<input type="checkbox"/>	Other:	

ACKNOWLEDGMENTS - By signing this form the owner(s) and all responsible parties, acknowledge and agree to all the following statements.

- **Submittal** - All deferred plans will be submitted in accordance with the schedule above. The project applicant or design professional of record must notify the Building Division in writing of any deferred items not meeting the scheduled dates, and new dates must be submitted for review and approval. The approved drawings of the deferred submittal items must be at the job site during inspection of the deferred item.
- **Holds on Permit** - The project will have "Restrictive Holds" entered in the computer system to identify actions to be accomplished prior to concealment, final approval, and/or issuing a CO.
- **Installation Prohibited** - It is the Owner, the Owner's Project Manager, and the General Contractor's responsibility to coordinate the submittal and approval of all deferred submittal items with the design professional according to the compliance date. No deferred submittal item may be installed or erected prior to the structural plans being submitted and approved for the deferred items.
- **Registered Design Professional in Responsible Charge** - All deferred submittal items must be reviewed and approved by the Registered Design Professional in Responsible Charge prior to submitting the documents for plan review. Documents for deferred submittal items shall include a statement by the architect or engineer of record in responsible charge indicating that the deferred submittal documents have been reviewed and found to be in general conformance to the design of the building.

PLAN REVIEW REQUEST for DEFERRED SUBMITTAL (cont.)

PRINT NAME OF OWNER OR OWNER'S REPRESENTATIVE _____

OWNER'S OR OWNER'S REP SIGNATURE _____ DATE _____

PRINT NAME OF CONTRACTOR _____

CONTRACTOR'S SIGNATURE _____ DATE _____

The design professional's request to defer the submittals listed above is approved pursuant to section 107.3.4.1 of the 2015 International Building Code on the condition that the deferred submittals are submitted in accordance with this document or any amendments approved by a plan reviewer employed by the City of Columbia.

PLAN REVIEWER'S SIGNATURE: _____ DATE _____