

# ENGINEERING PLAN REVIEW

DESIGN REVIEW

*Find your happy place*



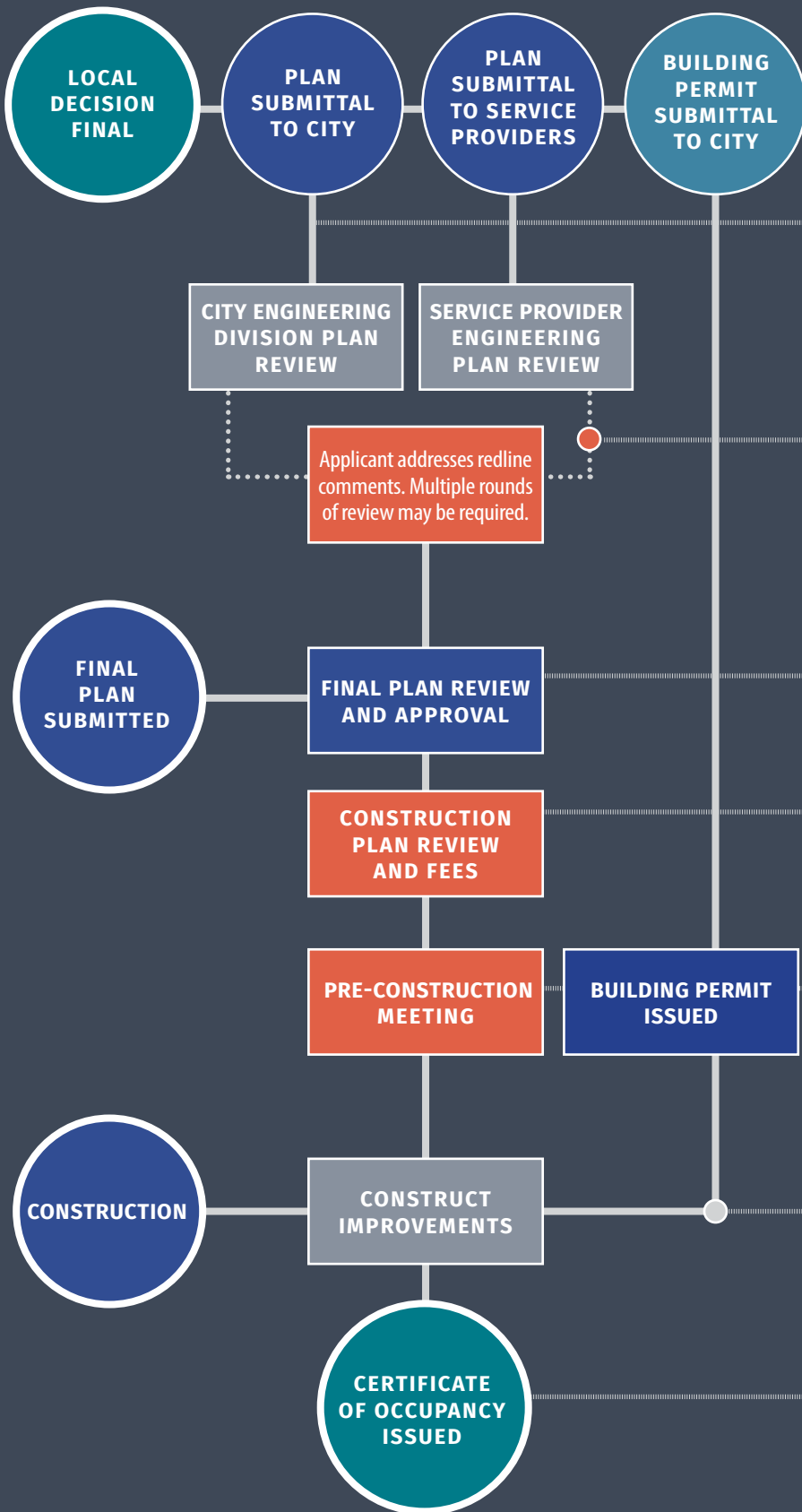


## Engineering Plan and Building Permit Review

After you have obtained your land use approval for your design review, you are ready to prepare engineering drawings for the required improvements (roads, utilities, etc.) and complete the engineering plan review process.

The chart on the following page outlines the process to complete engineering/construction plan review, construct the required site improvements, and obtain a building permit and ultimately a certificate of occupancy. Additional details are provided in the engineering plan review application packet, and Engineering Division staff are available to answer questions.

# ENGINEERING PLAN REVIEW PROCESS



## Helpful Links

- [Engineering Plan Review Process and Application Packet](#)

Design Engineer simultaneously submits plans for approval to the Building Division and the City's service providers.

The Engineering Division and service providers will review the plans independently and provide redlines to the applicant to revise accordingly.

The applicant submits final revised drawings for approval after all redlines have been addressed and permits obtained from service providers.

Prior to approval, the developer submits the Construction Plan Review and Inspection Fees. The developer must also submit a financial guarantee for the improvements as required in Section 16.50.080 of the City's Municipal Code.

The developer's Design Engineer is responsible for arranging the pre-construction meeting between principal representatives of the engineer, contractor, developer, City, and WES at the City offices.

Construction plans are approved at the pre-construction meeting.

A building permit can be submitted concurrent with the engineering plan review. However, it cannot be issued until the engineering plans have been approved by the City and service providers. A certificate of occupancy cannot be issued until the structural development has occurred and the on-site/off-site improvements are constructed and/or financially secured.

■ Requires Applicant Action