



# Deferred Submittal Application

City of Hood River  
 211 2<sup>nd</sup> Street  
 Hood River, OR 97031  
 Phone: 541-387-5202  
 Email: [building@cityofhoodriver.gov](mailto:building@cityofhoodriver.gov)

<b>OFFICE USE ONLY</b>	
<input type="checkbox"/> Fees collected	<input type="checkbox"/> Submittal has proper endorsement

## Project Location and Information:

Project Name:	
Project Address:	
Parent Permit Number:	
Submittal Description:	
Valuation of Deferred Submittal:	

## Applicant Information:

Business Name:		
Contact Name:		
Address:		
City/State/Zip:		
Phone:		
Email:		
Authorized Signature:		
Print Name:		Date:

## Contractor Information:

Business Name:		
Contact Name:		
Address:		
City/State/Zip:		
Phone:		
Email:		
Contractor's License No.:		
Authorized Signature:		
Print Name:		Date:

## Notices

**Fees:** 10% of permit fee with a minimum of \$250 plus permit fee, plan review and state surcharge, if separate permits are required. This fee is in addition to the project fees based on the total project value.

**Deferred submittal definition:** For the purpose of this section, deferred submittals are defined as those portions of the design that are not submitted at the time of the application and that are to be submitted to the building official within a specified period. Deferral of any submittal items shall have the prior approval of the building official. The registered design professional in responsible charge shall list the deferred submittals on the construction documents for review by the building official. 2019 Oregon Structural Specialty Code (OSSC) 107.3.4.1

### **Plans and documentation submittal:**

- Email this application, required plans and documentation to [building@cityofhoodriver.gov](mailto:building@cityofhoodriver.gov)
- Payment of the minimum fee (\$250) due at time of application
- Documents for deferred submittal items shall be submitted to the registered design professional who shall review them and forward them to the building official with a notation indicating that the deferred submittal documents have been reviewed and found to be in general conformance to the design of the building. The deferred submittal items shall not be installed until the design and submittal documents have been approved by the building official.