



CITY OF AUBURN | BUILDING DEPARTMENT

1225 Lincoln Way | Auburn, Ca 95603

530-823-4211 | Fax: 530-885-5508

<https://www.auburn.ca.gov/411/Building-Inspections>

DEFERRED SUBMITTAL WORKSHEET

1 hour minimum - Rates per Approved City of Auburn Master Fee Schedule

The following information must be completed by the contractor, developer, architect, engineer, or owner upon submitting a request for a deferred item to the Building Inspection Division. The deferred item cannot be processed without this information.

Note: This worksheet is for deferred item(s) to plans that are currently in for plan review. If you are adding additional items a new permit will be required.

PROJECT INFORMATION

Assessors Parcel Number (APN): _____	Permit#: _____
Owner: _____	Contractor: _____
Phone#: _____	Project Address: _____
Address: _____	Project Name: _____
City: _____	Architect/Engineer: _____
Zip: _____	Arch/Eng. Phone: _____

DEFERRED ITEM(S) DESCRIPTION

Provide a comprehensive description of the deferred item(s) being submitted:

DEFERRED ITEM(S) TYPE

Circle the type(s) of deferred item(s) being submitted with this application

☐ Architectural: _____

Truss Calculations

☐ Structural: _____

Fire Sprinklers & Hydraulic Calculations

Print

Sign

Date

OFFICE USE ONLY

Date: _____ Received By: _____ ☐ Paid at Submittal _____ Owe at Issuance _____

Permit Technician: _____ Time: _____ Total Fee Paid: _____

Plans Examiner: _____ Time: _____ Total Fee Due: _____

DEFERRED SUBMITTALS

Background:

This policy provides clarifications and general enforcement guidelines to California Building Code (CBC) Section 107.3.4.1 (Deferred Submittals).

Guidelines:

1. Written request from the architect or engineer of record listing the deferred submittal items and reasons for the deferral shall be submitted to the building official for approval prior to permit issuance.
2. All deferred submittal items shall be clearly listed on the title or cover sheet of the approved set(s) of construction plans.
3. All design criteria of the deferred submittal items shall be stated on original approved plans.
4. The impacts of the deferred submittal items on the entire building shall be included in the original design; i.e. complete load path, point load from girder trusses, fire sprinkler water demand, etc...
5. Submittal documents for deferred submittal items shall be submitted to the architect or engineer of record who shall review them and forward them to the building official with a notation indicating that the deferred submittal documents have been reviewed and that they have been found to be in general conformance with the design of the building.
6. **Deferred submittal items shall be submitted to the building official for review and approval prior to installation. The applicant shall be responsible for coordination of the deferred submittal items and allow adequate review time by the building department. For example: a fire sprinkler system plan shall be submitted, reviewed, approved and available onsite at time of the rough framing inspection or the inspection cannot be conducted.**
7. A separate fee based on time and materials may be charged for review of the deferred submittal items.