

THIRD PARTY COMMERCIAL PLAN REVIEW POLICY & APPLICATION

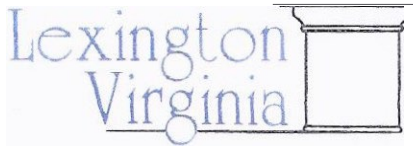
Per Section 109.4.1 of the Virginia Construction Code (VCC): The Building Official may accept reports from an approved person or agency that the construction documents have been examined and conform with the requirements of the current edition of the Virginia Uniform Statewide Building Code (VUSBC) and may establish requirements for that person or agency submitting such reports.

Approved person or agency shall meet one of the following:

- 1. The approved person or agency holds a certification for plan review in the specific subject area. In addition, certifications shall be current and issued from or recognized as acceptable in accordance to the VUSBC.
- 2. A Registered Design Professional, Architect, and/or Engineer with a current license valid in the Commonwealth of Virginia, whose expertise is specific to the subject area and is not related or associated, professionally or personally, to the designer in any way that would suggest a possible conflict of interests.

Per the VCC: The applicant understands the following criteria:

- Any and all third party construction document review is done at the applicant's expense. The City of Lexington shall bear no responsibility for the cost of such construction document reviews.
- Use of a third party construction document review is approved only at the Building Official's discretion. The use of third party plan review may be denied by the Building Official at any time.
- The Building Official shall receive copies of all documentation and/or correspondence between the designers and approved review personnel before, during, and after the review.
- Upon completion of the third party plan review, the approved person or agency shall submit a letter to the Building Official declaring the plans to be in compliance with the VUSBC.
- The Building Official shall receive one hard copy and one electronic set of plans, and the Fire Marshal shall receive one electronic set of plans, once approved. All pages applicable to the review of the approved plans shall be clearly marked or stamped for compliance by the approved person or agency.
- Any revisions to the approved plans shall be submitted directly to the Third Party Reviewer for review and approval.
- Third Party Reviewers shall not grant any modifications or exceptions to the VUSBC on any project being reviewed. Modifications shall only be granted by the Building Official.
- Modifications must be approved by the Building Official in writing prior to the third party reviewer stating they are compliant with the VUSBC.
- Any errors or discrepancies in the plan review are the sole responsibility of the Third Party Plan Reviewing Agency. The City of Lexington will enforce the VUSBC regardless of errors or omissions in the plan review process.

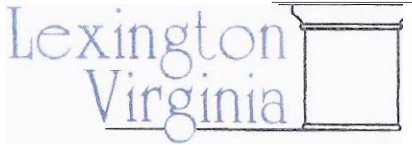


www.lexingtonva.gov

Planning & Development Department
300 East Washington Street
Lexington, Virginia 24450
Phone: (540) 462-3704 Fax: (540) 463-5310

Approved Third Party Plan Review & Inspection Agencies

<i>Code Check Consulting</i>	<i>(540) 525-0346</i>
<i>ECS Mid-Atlantic, LLC</i>	<i>(804) 353-6333</i>
<i>Institute for Building Safety & Technology (IBST)</i>	<i>(703) 481-2000</i>
<i>SC Stevenson Consulting, Inc.</i>	<i>(804) 412-7545</i>
<i>*SAFEbuilt, LLC *(plan review only)</i>	<i>(866) 977-4111</i>



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I _____ have read and agree to all of the above listed conditions.
(Print Name)

Applicant's Signature

Date

Third Party Plan Reviewer Information

Company Name _____

Address _____

Phone _____ Email _____

Reviewer Contact Person _____

Reviewer's Role in Plan Review [] All Documents [] Partial Review

If Partial Review, Portion to be Reviewed by Third Party: _____

Project Name _____

Project Location _____

Project Scope _____

Project Developer _____

Developer Contact Person _____

Developer Phone _____ Developer Email _____

THIS SECTION TO BE COMPLETED BY STAFF ONLY

- [] APPROVED: The individual/agency on this pre-approval application has submitted enough information and is APPROVED to review the commercial plans as described in this document.
[] NOT APPROVED: The individual/agency listed on this application has not submitted enough information and is NOT APPROVED to review the commercial plans as described in this document.

Building Official's Signature _____ Date _____

VUSBC Edition _____