Residential & Community Facilities: Prior to Application Approval

As the Owner of the building/property, you are ultimately responsible for the project, and your signature/consent is required for submission of the project application by your Registered Design Professional, and Department approval.

☑ Hire a Registered Design Professional (RDP), Professional Engineer (P.E.) or Registered Architect (R.A.), to consult and finalize your project scope of work.

☑ Provide and consent to project submission requirements, and authorize the Registered Design Professional, who is the Applicant of Record, to submit project plans (construction documents) for approval by the Department.

☑ Project approval is required prior to beginning work.

☑ If Systems Commissioning is required, hire a commissioning agent.