



# city of PALM COAST

## Deferred Submittal Guidelines

*FBC 107.3.4.1 - 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.*

*Documents for deferred submittal items shall be submitted to the registered design professional in responsible charge 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 deferred submittal documents have been approved by the building official.*

**For the purposes of this guideline, deferred submittals are defined as those portions of the design that are not submitted at the time of the permit application and that are to be submitted to the building official within a specified period.**

- The registered design professional in responsible charge, or applicant if no registered design professional is required, shall list the deferred submittals on the construction documents for review by the building official.
- Generally, if an element has not been reviewed and approved under the original permit, it is required to be submitted as a deferred submittal to the City for review and approval. Any changes to the originally approved drawings as a result of a deferred submittal shall be submitted to the City for review as a revision to the approved drawings. If this is done, outline the changes being made to the drawings, cloud changes on the drawings, and submit revised drawing sheets for review.
- Documents for deferred submittal items shall be submitted to the registered design professional in responsible charge who shall review them, approve them, and then 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 and therefore will not be inspected until the deferred submittal documents have been reviewed and approved by the building official.
- Some documents submitted at a time after permit application may be required for separate permits, such as for fire suppression systems, electrical, mechanical or plumbing permits, etc.

Examples of allowed deferred submittals include but are not limited to:

- Hollow core planks and other precast concrete elements
- Roof bar joist framing plans
- Pre-fabricated steel stairs, handrails and guards
- Curtain walls, window walls, and cladding systems
- Spray applied fire proofing
- Glass guardrail system