

# DEFERRED SUBMITTAL REQUIREMENTS

**Submittal documents for deferred submittal items shall be submitted to the registered design professional in responsible charge who shall review them and then 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. PER CODE SECTIONS 107.3.4.1 and 107.3.4.2

**The registered design professional in responsible charge shall be responsible for reviewing and coordinating submittal documents prepared by others**, including phased and deferred submittal items, for compatibility with the design of the building.

- Sprinkler systems, fire alarm systems, shop drawings, interior finish materials, fire doors, fire dampers, certain millwork, high hazard materials, through penetration assemblies, etc. are examples of common deferred submittal items.
- All deferred submittal items shall be identified
- Please identify the name of the design professional in responsible charge and include the individuals licensing criteria.
- The following statement will be required on all deferred submittals before submittal to the Community Development Department for review and approval;

## **To be identified on the Cover Sheet:**

"These Construction Documents were prepared for compliance with the Michigan Construction Codes in effect at time of permit submittal. All engineers, contractors and suppliers involved with this Project shall comply with the same codes, issued and approved code modifications and/or Novi Construction Boards of Appeals rulings and whenever required shall provide Shop Drawings and Submittals clearly describing compliance to the Registered Design Professional in Responsible Charge for review and approval."

## **To accompany all deferred submittals:**

"As the Registered Design Professional in Responsible Charge for this project, I have reviewed this deferred submittal as required by the current Michigan Construction Codes and it is my professional opinion that the submitted information has been found to be in general conformance with the design of the building. **This notation shall not constitute or be construed as sealing any listed documents or drawings not prepared by me or under my supervision.**"

All deferred submittal notations shall be on the Architect in Responsible Charge letter head and shall clearly reference all documents which have been reviewed. The notation shall have and original seal and signature in accordance with Section 2008 of PA 299 as amended. This notation shall include but not be limited to the drawing index of the documents reviewed, the latest revision date, and the name of the designer/architect/engineer/supplier/company/firm/etc., number of pages of the deferred submittal item.