

City of Oregon City Building Division

Architect / engineer self-certification of plan review as authorized by ORS 455.628

The purpose of this policy is to establish guidelines for the submittal of building permit applications and construction plans for dwellings where the permit applicant requests exemption from local jurisdiction plan review and elects to have an architect or engineer self-certify that the plans for the proposed work are code compliant. It is the intent of this policy to reflect and be consistent with current practices and procedures utilized in the TriCounty area for this topic.

In order for an Oregon architect or engineer to self-certify his or her own plan review, the following conditions must be met:

1. The person who wishes to self-certify a plan review and thus be exempt from review by a local jurisdiction must be registered and appropriately licensed in the State of Oregon as an architect or engineer (ORS 672.092 or 671.060).
2. The architect or engineer must also be certified by the Director of the State of Oregon Department of Consumer and Business Services (DCBS) as a One- and Two-Family Dwelling Plans Examiner (a.k.a. Residential Plans Examiner or other state-approved equivalent as defined in ORS 455.720).
3. The plans for the one- or two-family dwelling must be designed and stamped by the licensed / certified person.
4. The architect or engineer must release the local jurisdiction from liability for any damages related to the non-performance of a plan review, since the jurisdiction will not perform such a review.
5. The structure must be of conventional construction and must not contain "irregular" elements as outlined in the Oregon Residential Specialty Code.

Where these conditions are met, the jurisdiction may not require a review of the plans unless requested by the permit applicant. The law does not exempt the application from compliance with any code, law or ordinance. To ensure consistency within the Tri-County area, policies and procedures should be standardized to the maximum extent possible.