



**OREGON CITY BUILDING DIVISION
POLICIES & PROCEDURES**

State Specialty Codes and City Municipal Code References: ORS 455.153; Oregon City Municipal Code 15.04.010

Subject: Professional Architect or Engineer self-certification

Effective Date: 6/2/2020

Prepared By: Michael Roberts, MCP – Building Official

Purpose

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.

Definitions

The following definitions are stated in the Oregon Specialty Codes and are listed here for the purpose of this policy:

Architect (State of Oregon) – An individual qualified and registered to practice architecture under ORS 671.010

Construction Documents – Written, graphic and pictorial or assembled for describing the design, location and physical characteristics of the elements of a project necessary for obtaining a building permit.

Engineer (State of Oregon) – An individual who is registered in this state and holds a valid certificate to practice engineering in this state as provided under ORS 672.002

Local Jurisdiction (AKA Municipality) – A city, county or other unit of local government otherwise authorized by law to administer a building code (ORS.455.010)

One and Two Family Dwelling Plans Examiner – Persons certified to review construction documents within the scope of the Oregon Residential Specialty Code, Oregon Manufactured Dwelling Installation Specialty Code.

City Code

OCMC 15.04.010 Adoption of the State of Oregon Specialty Codes pursuant to ORS 455.153

State Specialty Code(s)

1. 2019 Oregon Structural Specialty Code
2. 2019 Oregon Mechanical Specialty Code
3. 2017 Oregon Residential Specialty Code
4. 2017 Oregon Electrical Specialty Code
5. 2017 Oregon Plumbing Specialty Code

Policy

In order for an Oregon professional *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 671.060 or 672.002).
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 (*Construction Documents*) for the one- or two-family dwelling must be designed and stamped by the registered design professional.
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 or any applicable fees.

The City of Oregon City is exempt from liability for any damages arising from the nonperformance of a plan review pursuant to ORS 455.628