

CITY OF ASHLAND



Policies / Interpretations / Procedures

BD-PP-0017

MASTER PLAN REVIEW APPLICATIONS

Policy Summary:

1. Describes the “Master Plan Review” program.
2. Specifies plan review fees for “Master Plan Review” plans.

Background:

Oregon Revised Statute 455.685 allows individuals to obtain one plan review that can be used statewide for identical buildings. Plans may be submitted to the state for review and approval as a statewide master plan.

Discussion:

Once the plan is approved by the State of Oregon Building Codes Division (BCD), the permit applicant may submit copies of the master plan to Community Development Department to obtain a permit for construction. Because the master-plan approval verifies compliance only with the state building code, it is important that the plans be reviewed for compliance with Land Development Code criteria prior to issuing a permit. ORS 455.685 allows the building official to assess fees as necessary to recover reasonable costs incurred during the local review process.

Policy:

1. A Master Plan utilized during the permit application process shall be accompanied by a certified statement from the BCD bearing witness to the adequacy of the plans and compliance with the state building code.
2. The Permit Specialist shall create a case through Eden and route the plans to either the residential or commercial plans examiner dependent upon the type of project. The plans examiner will coordinate the review for compliance with local codes and ordinance.
3. The master plan must be reviewed and approved under the current State Building Code in effect at the time that application is made to the City.
4. The administrative fee for processing the “master-plan” application is hereby established as \$100.00. No plumbing or mechanical plan review fees will be charged.

5. Land Development Code fees will be assessed based on the value of the project as determined by the cost-per-square-foot formula provided in the City building valuation data.

6. No revisions or changes to the plans are allowed for “Master Plans” accompanied by a certified statement from BCD verifying compliance with the State building code.