

Early Plan Review Agreement

Project address: _____ Record Number: _____

My role in this project is (choose one):

Owner Architect Engineer Designer Agent Contractor

I, _____ as the applicant for this project hereby request that Building and Safety review my plans for the referenced project prior to obtaining the required 'Group A' documents.

_____ I agree to pay all necessary plan check fees and I understand these fees are non-refundable.

_____ I understand that an approved set of plans will not be released until the permit is issued.

_____ I understand that no **Building Permit will be issued** until required documents in 'Group A' and 'Group B' are issued/obtained.

_____ I understand that if changes occur with the design of the project being reviewed by Building and Safety as a result of conditions or requirements by other Departments or agencies, a new plan check review and related fees may be required prior to issuance of a building permit.

_____ I am duly authorized by the property owner or his/her agent to act on behalf of the property owner for purposes of requesting permit services from the County of Ventura.

My signature signifies that I understand, agree and accept the terms to this agreement.

Signature

Date

Requires Manager's approval for properties in La Conchita and projects requiring a new water service from a public water purveyor.

App'd: _____ Date: _____

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BRANCH OFFICE
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