



## City of Portland, Oregon - Bureau of Development Services

1900 SW Fourth Avenue · Portland, Oregon 97201 | 503-823-7300 | www.portland.gov/bds



### Deferred Submittal Requirements and Application

#### Minimum Submittal Requirements (check all boxes and sign below):

Full list of [deferred submittal guidelines](#)

- ☒ A copy of this application
- ☒ Plans stamped and signed by a Design Engineer or Architect registered in Oregon. One PDF copy of plans for electronic submittals or three copies for paper submittals.
- ☒ Calculations and product information. One PDF copy for electronic submittals or two copies for paper submittals.
- ☒ Prior to submitting the deferred submittal, the Engineer of Record and/or Architect of Record responsible for the building shall review the deferred submittal plans and supporting materials and add a notation indicating that the deferred submittal documents have been reviewed and found to be in general conformance with the design of the building. The notation shall be made on the deferred submittal drawings. Review stamps on letters of transmission are not acceptable.  
**Exception:** the notation is not required on deferred submittals for fire sprinklers or roof trusses in residential construction when an Engineer or Architect of Record is not involved with the design of the building.
- ☒ Plan views and elevations identifying the location(s) as approved by the Engineer and/or Architect of Record must be submitted as appropriate but are required when the deferred submittal items include exterior elements.

I certify this deferred submittal application meets the minimum submittal requirements as outlined above.

Applicant Signature: Jennifer Lee Date: 10/27/21

#### Applicant Submittal Information:

Applicant name: Jennifer Lee  
Address: 6305 SW Rosewood St Suite E  
City: Lake Oswego State: OR Zip Code: 97035  
Phone: 360-241-3143 Email: jennifer@emmettphair.com  
Value of deferred submittal: \$ 8000 Issued main building permit #: 20-216499-CO  
Job Site Address: 3580 SW River Pkwy  
Description/Scope of work: Stair  
Contractor Name: Emmett Phair Construction CCB: 971-347-0112 / 57427

**Engineer/Architect of Record for the building information** (Not required for roof trusses in residential construction when an Engineer or Architect of Record is not involved with the design of the building)

Name: Thomas Baughman Phone: 971-347-0112

#### Design Engineer for the deferred items

Name: Thomas Baughman Phone: 971-347-0112

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## Fees

An invoice with permit fees will be sent to the applicant once minimum submittal requirements have been verified. Deferred submittal (DFS) fees are collected in addition to the standard building review fee paid on the main building permit. DFS fees cover the cost of the additional processing and review time associated with the design build element. The DFS fee for processing and reviewing deferred plan submittals is 10 percent of the building permit fee calculated using the value of the deferred portion of the project with a minimum fee of \$430 for 1 & 2 family dwelling projects or \$688 for commercial and all other projects.

For deferred submittals on Commercial Permits (CO folders) and Major Projects (MG folders) that are for exterior building work, a fee of \$344.00 is added for review and approval by the Land Use Services (LUS) division. LUS reviews deferred submittals to ensure that the design of the work is consistent with the design approved in the approved original building permit. Please refer to the current year's [LUS fee schedule](#).

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## Helpful Information

Bureau of Development Services  
1900 SW 4th Avenue, Portland, OR 97201

For Hours Call 503-823-7310 | Select option 1 or  
visit [www.portland.gov/bds](http://www.portland.gov/bds)

## Important Telephone Numbers

BDS main number .....	503-823-7300
DSC automated information line .....	503-823-7310
Building code information .....	503-823-1456
BDS 24 hour inspection request line .....	503-823-7000
Residential information for one and two family dwellings .....	503-823-7388
City of Portland TTY .....	503-823-6868

*Information is subject to change.*

# Carlson Testing, Inc.

Bend Office (541) 330-9155  
Geotechnical Office (503) 601-8250  
Eugene Office (541) 345-0289  
Salem Office (503) 589-1252  
Tigard Office (503) 684-3460

## Special Inspection FINAL SUMMARY LETTER

SUBMITTED 11/17/21

October 25, 2021  
Job #: T2103318

City of Portland  
Bureau of Development Services (BDS)  
1900 SW 4<sup>th</sup> Avenue, Suite 5000  
Portland, OR 97201

Attn: Special Inspections

Re: Project Name: DR BECK - TENANT IMPROVEMENT  
Address: 3580 S River Parkway - Portland, OR  
Permit #: 20-216499-CO

This is in accordance with Section 1704.1.2 of the International Building Code and Chapter 24.20, Title 24, we have performed special inspection of the following item(s) per our inspection reports only:

Concrete Construction  
Installation of Adhesive Anchors  
Steel Construction

Any non-compliance (NC) items recorded for each of the above inspection categories, as listed on the non-compliance report, have been either repaired and re-inspected by CTI for compliance or reviewed and accepted by the engineer of record for the project in the "As-Built Condition" or through an RFI.

The issuance of this final report is based on the engineer's acceptance of the NC items not specifically re-inspected by CTI. If CTI did not provide additional review or re-inspection of those items beyond the inspections that initially generated each of the non-compliance items, then the engineer of record has provided acceptance of the non-compliance items and as-built conditions.

All requested inspections and tests were performed and reported according to the requirements of project documents and to the best of our knowledge, the work was in conformance with the approved plans and specifications, approved change orders and applicable workmanship, provisions of the State Building Code and Standards, as well as the structural engineer's design changes, approvals and verbal instructions.

Our construction inspection and testing services were provided and intended to help reduce the risk of construction defects, deficiencies or omissions that arose during and after construction. Our services do not constitute a warranty or guarantee of any type. Even with diligent construction monitoring and testing, construction defects, deficiencies or omissions in the contractor's work may exist. It is the contractor's responsibility to perform their work in accordance with the approved construction documents.

CTI has provided its professional services with the degree of care and skill currently exercised under similar circumstances by members of its profession in the same locale. Statements made in our reports are based on technical judgments and should not be construed to be conclusive representations of fact. Our reports pertain to the material tested/inspected only.

SUBMITTED 11/17/21

CTI's services did not include responsibilities related to determining, supervising, implementing or controlling the means, methods, techniques, sequences or procedures of the construction or evaluating or reporting job conditions related to health, safety or welfare.

Information contained herein is not to be reproduced, except in full, without prior authorization from this office. If there are further questions regarding this matter please do not hesitate to contact this office.

Respectfully submitted,

CARLSON TESTING INC.

A handwritten signature in black ink, appearing to read 'Tim Suess', with a large, stylized loop at the end.

Tim Suess  
Project Manager

TS/mrm

cc: EMMETT PHAIR CONSTRUCTION - SCOTT EMMETT  
CITY OF PORTLAND - BDS  
EMMETT PHAIR CONSTRUCTION - TARA CANTRELL  
MADDEN & BAUGHMAN ENGINEERING INC - TOM BAUGHMAN

**Carlson Testing, Inc.**  
**Incompleted Items List (NCL)**

SUBMITTED  
11/17/21

Oct 25, 2021  
**T2103318.**

Project Name: DR BECK - TENANT IMPROVEMENT  
Project Address: 3580 S RIVER PKWY PORTLAND OR  
Permit No: 20-216499-CO  
P.O. No:

Project Manager: T. SUESS

Item #	Insp.	Date	Item Description	Compliance	CTI Sign-Off	Date Corrected
1	JJ	06/25/2021	OBSERVED #4 @ 16" ON CENTER EACH WAY REINFORCING FOR THE LEVEL 2 MEZZANINE BETWEEN GRIDS 2.6-2.9 SHOWN ON S1.2. S1.2 NOTES THE MEZZANINE AS TYPE D-1 REINFORCING WHICH REQUIRES 4X4-W2.9XW2.9 WELDED WIRE MESH (WWM). NCL DUE TO CONTRACTOR INSTALLING #4 BAR AT 16" ON CENTER AS OPPOSED TO THE 4X4 WWM SPECIFIED ON S1.2. EOR TO REVIEW.	RECEIVED AND REVIEWED LETTER FROM ENGINEER OF RECORD, THOMAS BAUGHMAN, DATED (6/30/21). THIS ITEM IS NOW IN COMPLIANCE.	T. SUESS	10/25/2021

CC: EMMETT PHAIR CONSTRUCTION - SCOTT EMMETT  
CITY OF PORTLAND - BDS  
MADDEN & BAUGHMAN ENGINEERING INC - TOM BAUGHMAN

## Life Safety Checksheet Response

Permit #: 20-216499-DFS-01-CO

Date: 11/17/21

**Customer name and phone number:** Jennifer Lee 360-241-3143

**Note:** In the spaces below, please provide specific information concerning the changes that you have made in response to the checklist. Note the checklist item number, your response or a description of the revision, and the location of the change on the plans (i.e. page number and/or detail number). Use as many lines as needed. *If the item is not in response to a checklist, write “**Applicant**” in the column labeled “Checksheet item number.”*

[illegible]

Plan Bin Location: SINGLE PDF



## 2<sup>nd</sup> Structural Checksheet Response

SUBMITTED 2/3/22

Permit #: 20-216499-DFS-01-CO

Date: 1/26/2022

Customer name and phone number: Tom Baughman 503-957-9182

*Note: Please number each change in the '#' column. Use as many lines as necessary to describe your changes. Indicate which reviewer's checksheet you are responding to and the item your change addresses. If the item is not in response to a checksheet, write **customer** in the last column.*

#	Description of changes, revisions, additions, etc.	Checksheet and item #
1	<b>MBE RESPONSE:</b> Special inspection form filled out and attached.	ITEM #1
2	<b>MBE RESPONSE:</b> Scope of this permit is only the stairs that is shown on S1.2 of main permit set between grid 2-3 and grid A-C. Sheets S0.1, S1.1, S1.2, S6.1 and S6.2 are referenced drawings and not within scope of this permit. E-3, D-5, D-6, D-7 are signed and sealed by Tom Baughman.	ITEM #2
3	<b>MBE RESPONSE:</b> A) The new W8x15 and the 4" concrete mezzanine is not within the scope of this permit. It is part of the main building permit. This permit only includes the steel-framed stairs. B) Post installed anchor called out on drawing to be 1/2" DIA x5" TITEN HD anchor. C) Section cuts labeled and shown.	ITEM #3
4	<b>MBE RESPONSE:</b> Notched channel is checked as an angle. See page 8-10 of calculations.	ITEM #4
5	<b>MBE RESPONSE:</b> A) D-6 updated to show welded connection for Type d plate referenced. See page 11 for calculation of connection to wide flange and stringer. B) D-6 updated to show weld information for coped stringer to landing channel connection. See page 11 for calculation of connection to stringer to channel. Channel has adequate capacity for web sideway buckling and web local crippling limit states. C) Calculation and drawing signed and seals by Tom Baughman.	ITEM #5

(for office use only)

## Submitted 11/17/21

**Date:** 11/10/21

**Note:** Please number each change in the “#” column. Use as many lines as necessary to describe your changes. Indicate which reviewer’s checksheet you are responding to and the item your change addresses. If the item is not in response to a checksheet, write **customer** in the last column.

[illegible]

(for office use only)