

*A department policy is based on an interpretation of a code provision
and is subject to change based on new information.*

OUT-OF-STATE PACKAGE PLANS

Plans requiring engineering or which are required by law to be designed by an architect or engineer must have an original signature and California license number of the person doing the engineering or architectural work.

Plans, exempt from Business and Professional codes, are required to be signed by the preparer. Since many people purchase plans from out-of-state plan services, we will accept a receipt or letter from the service in lieu of the signature on **exempt** plans. Exempt structures are buildings designed using the CBC, section 2308, conventional light-frame construction in lieu of an architect or engineer.

The Business & Professions Code Sections 5536.1 and 5536.2 read as follows:

5535.1 (a) All persons preparing or being in responsible control of plans, specifications, and instruments of service for others shall sign those plans, specifications, and instruments of service and all contracts therefore, and if licensed under this chapter shall affix a stamp, which complies with subdivision (b), to those plans, specifications, and instruments of service, as evidence of the person's responsibility for those documents. Failure of any person to comply with this subdivision is a misdemeanor punishable as provided in Section 5536. This section shall not apply to employees of persons licensed under this chapter while acting within the course of the employment. (b) [Omitted]. (c) The preparation of plans, specifications, or instruments of service for any building, except the buildings described in Section 5537, by any person who is not licensed to practice architecture in this state, is a misdemeanor punishable as provided in Section 5536. (d) [Omitted].

5535.2 Each county or city which requires the issuance of any permit as a condition precedent to the construction, alteration, improvements, or repair of any building or structure shall also require as a condition precedent to the issuance of the permit a signed statement that the person who prepared or was in responsible control of the plans and specifications for the construction, alteration, improvements, or repair of the building or structure is licensed under this chapter to prepare the plans and specifications, or is otherwise licensed in the state to prepare the plans and specifications. The signature and stamp, as provided for in Section 5536.1, on the plans and specifications by the person who prepared or was in responsible control of the plans and specifications shall constitute compliance with this section. It is the responsibility of the agency that issues the permit to determine that the person who signed and stamped the plans and specifications or who submitted the signed statement required by this section is licensed under this chapter or is otherwise licensed in this state to prepare the plans and specifications. This section shall not apply to the issuance of permits where the preparation of plans and specifications for the construction, alteration, improvements, or repair of a building or structure is exempt from this chapter, except that the person preparing the plans and specifications for others shall sign the plans and specifications as provided by Section 5536.1