Submit CDs to jurisdictional authorities for plan review to obtain necessary construction permits.

No significant construction activity may commence without the necessary permits and approvals. Mobilization and site preparation can commence at the discretion of the project manager. The architect facilitates the permit process, including building, demolition, land development/grading, utilities, environmental health, and other project aspects as required. The architect leads all communication with the jurisdictional agency, using the resources of the project team as necessary to provide a coordinated response to comments and resolve permit issues. For MEP design/build projects, the general contractor/subcontractor is responsible for obtaining individual systems permits, such as plumbing, electrical, sprinkler, and fire alarm. Each project’s permitting schedule varies depending on the project’s location, complexity, and phasing.

The majority of Stanford lands are in Santa Clara County, with the County Building Inspection Office responsible for plan checks and issuing building permits. The Santa Clara County Fire Department is the jurisdiction for fire and life safety plan review and inspections. Santa Clara Land Development Engineering reviews design and construction of civil work.

For some projects the City of Palo Alto has jurisdiction. For most projects within the Medical Center, the California Office of Statewide Health Planning and Development has jurisdiction.

Some Stanford lands are located in San Mateo County, with the San Mateo County Building Inspection Office responsible for plan checks and issuing building permits.

### Resources

Resources for the Permitting phase, including checklists and form templates, are online at:

http://lbre.stanford.edu/dpm/PDP_Process