



City of Wilsonville, Oregon
Building Division
29799 SW Town Center Lp E.,
Wilsonville, OR 97070
503-682-4960
www.ci.wilsonville.or.us

Phased Development Agreement

In accordance with Building Division Policy BPP113, this form is an agreement for Phased Development for the following project:

Project Name: _____ Date: _____

Project Address: _____

Phase(s) (check all that apply):

- a) Site preparation/underground utilities
- b) Foundation
- c) Building "shell"
- d) Remainder of project (Completion or Tenant Improvement (TI))

Total estimated value for project (Phases 1-4): \$ _____

Design Professional in Responsible Charge: _____

License Number: _____ Email: _____

Phone: _____ Address: _____

Guidelines:

1. **Design Professional in Responsible Charge (DPRC)** - A DPRC is required for all projects using phased construction. The building owner is responsible for employing a DPRC throughout the duration of a phased project. The DRPC may change during the course of a project, but not without a new signed agreement.
2. **Document Coordination** – The DPRC is responsible for coordinating all design documents from the trades and other design professionals and reviewing them prior to forwarding to the City for approval. A shop drawing stamp or cover sheet must accompany all submittals which indicates that the submittal has been reviewed and found to be in general conformance with the design of the building. The City will not accept documents without this review.
3. **Fees** – An additional 10% will be added to the plan review fees for each phase at the time of permit issuance.
4. **Timelines** – Every attempt will be made to review each phase within three weeks of a complete submittal package.

ACKNOWLEDGMENTS:

Owner Name (Printed)

Owner Signature

General Contractor Firm Name (Printed)

General Contractor Signature

Design Professional in Responsible Charge (Printed)

Design Professional in Responsible Charge Signature

Building Official Name (Printed)

Building Official Signature