



WEST HOLLYWOOD
8300 Santa Monica Boulevard West Hollywood, CA 90069-6216

Community Development Department
tel 323.848.6475 fax 323.848.6569

AT RISK PLAN CHECK ACKNOWLEDGMENT

Project Address:			
Planning App Number:		Plan Check Number:	
Project Description			

1. "At Risk Plan Check" submittals will not be accepted for the following types of projects:

- New commercial square footage without housing units
- Any project type requiring legislative (City Council) approval

2. The Owner and Applicant assume ALL risks associated with this "At Risk Plan Check" submittal. All plan check applications for housing projects must comply with submittal requirements per AB 2234. More information can be found here:

<https://www.weho.org/city-government/city-departments/community-development-department/building-and-safety/building-and-safety-plan-check-services/residential-post-entitlement-submittals>

The Owner and Applicant understand that if changes in the project are required for any reason, additional fees will be charged and revised building plans will be required.

3. The Owner and Applicant understand that they will forfeit plan check fees if the Planning Division approval is not obtained; or incur both extra cost and effort associated as a result of requesting commencement of the plan check review process prior to securing approval of the requisite Planning entitlement(s) for their respective project.
4. The Owner and Applicant understand that a permit will not be issued until all approved utility plans have been received and accepted by the City.
5. The owner and applicant shall be responsible for coordinating additional fees incurred by changes to the project's design that may include fees beyond the third plan check resubmittal.
6. The owner and applicant understand that they may forfeit fees paid to outside agencies if approval is not obtained.
7. Building and Grading permits will not be issued until final Planning Division approval has been issued and all appeal periods have expired.

**The Building Official is required to sign off on all "At Risk Plan Check" applications and all signatures must be obtained before the Building and Safety Counter staff will be able to accept any submittals.*



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At Risk Plan Check Acknowledgment*

I have read and understand the conditions listed above and agree to abide by the terms and conditions. I agree to assume all risks associated with this "At Risk Plan Check" submittal and understand that the risks may include being required to submit revised plans or reports and being required to pay additional fees.

Owner (print name): _____

Date: _____

Signature: _____

Applicant (print name): _____

Date: _____

Signature: _____

Planning Manager (print name): _____

Date: _____

Signature: _____

Building Official (print name): _____

Date: _____

Signature: _____

****MUST BE NOTARIZED PRIOR TO FORMAL SUBMITTAL***