



BUILDING DEPARTMENT POLICY / INTERPRETATION

TO: Whom it may concern
FROM: George Reid, Chief Building Official
DATE: December 12, 2016
SUBJECT: Architect Policy

The increase in development in Vineyard has increased the demand for the use and re-use of commercial spaces. The City has additionally seen an increase in the lack of code compliance on these projects that has led to multiple inspections and ultimate delays in the construction process.

By creating a policy requiring an Architect provide the commercial plans these issues may be addressed in the plan review stage and alleviate construction delays.

Plans will be required to be prepared and stamped by a Licensed Architect in the following circumstances:

- New commercial construction
- Tenant Finish of a Shell Building
- Tenant improvement/remodel of an existing space where a change of use or occupancy takes place
- Tenant improvement/remodel of an existing space where the area affected by the alteration exceeds 3,000 square feet

When submitting plans to the Vineyard building department the submittal must include; Architectural, mechanical, electrical, plumbing, and structural plans. Where the listed items will not be modified or constructed in the project those items must be noted on the plans.

Stamped plans from an Architect shall not substitute the need for engineering and plans that are stamped and signed by a license Engineer when structural, electrical, mechanical and plumbing elements are involved in the project in accordance with State licensing laws.

These requirements may be waived with a written authorization from the Chief Building Official of Vineyard.

Chief Building Official

Date

12/12/2016