



## Building Policy Stamped Plans - Wet Signature

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**Subject:** Stamped Plans - Wet Signature — SMC 15.04.110

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**Revision Date:** June 30, 2021

**Process or Policy:** As authorized by the *Sandy Municipal Code, Section 15.04.090 Powers and duties of building official*, the Building Official has authority to render interpretations and adopt administrative policies and procedures. In compliance with the intent and purpose of OAR 806-010-0045 and OAR 820-025-0005, the Building Official is enforcing the following policy regarding Stamped Plans:

1. "All drawings and the title page of specifications for **non-exempts buildings** must be stamped/sealed and signed by an Oregon registered architect or professional engineer who had responsible control for the documents."
2. "When construction documents for **exempt buildings** are prepared by an architect or engineer, they shall bear the stamp/seal and signature of an Oregon registered architect or professional engineer."
3. "Construction documents submitted for plan review are considered final and ready for construction and therefore need to be stamped/sealed and signed. Construction documents used only for preliminary discussions with the building department are not considered final documents and hence are to be marked as *preliminary*."
4. "Shop drawings may not be accepted in lieu of construction documents, unless stamped by the registered architect or engineer under whose direction they were prepared. Unstamped documents may only be considered as support documents."
5. The engineer's signature "must be wet inked or digital; however, the seal can be produce by a rubber stamp, embossing seal, or computer program. In the case of a digital signature, the signature must be under the sole control of the registrant per OAR 820-025-0010."

*All quotes taken from the Reference Manual for Building Officials, Ninth Edition 2018*