
VOIDANCE OF APPLICATIONS AND PROJECT RE-SUBMITTAL

Discipline:	All	History:	Revised 03/23/17 Revised 05/16/13 Revised 01/12/11 Issued 02/01/08
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PURPOSE: This Interpretation of Regulations (IR) provides clarification of specific Code requirements relating to criteria under which an application becomes void during the Division of the State Architect’s (DSA) plan review phase of a project.

BACKGROUND: The California Building Standards Administrative Code, Title 24, Part 1, Section 4-318(c), defines criteria under which an application may be voided. Voidance is “at the discretion of DSA.” This IR clarifies the criteria under which DSA will void the application during the plan review phase of a project. DSA has determined it is sometimes appropriate to exercise this discretion because excessive elapsed time from initial submittal to subsequent submittals causes ineffective use of DSA staffing resources leading to delays in processing other projects. Some examples are:

- When projects are placed in DSA’s filing system for an undefined time period it causes a backlog of projects with unknown status, ineffective use of staff time tracking the status of these projects, and consumption of additional staff time for filing and re-filing project files.
- The knowledge and understanding of the technical aspects of the project obtained during the plan review become lost as time elapses, requiring additional staff time regaining knowledge of the project intricacies.
- When DSA contracts with outside plan reviewers, the contract can expire during the elapsed time causing contractual issues. This sometimes results in DSA staff assuming the remaining work and always requires DSA staff time to resolve.
- Original plan comments may become outdated as new codes, standards, and regulations become effective.

1. IMPLEMENTATION: DSA will implement discretionary authority to void projects. The following criteria under which a project will be voided during the plan review phase are herein clarified:

- 1.1** Prints from the corrected plans or corrected original plans must be filed for backcheck within six months after the date of the return of the checked plans to the architect or engineer.
- DSA may, upon request, grant an extension. The extension would typically not exceed six months.
 - The backcheck must be completed within two months after being initiated.
- 1.2** For incremental projects, subsequent incremental plans and specifications must be submitted to DSA for checking within six months after approval of the previous increment has been issued.

2. RE-SUBMITTAL OF VOIDED PROJECTS: Any project application or approval that has been voided by DSA can be re-submitted as a new project by filing a new application and new fee in accordance with Title 24, Part 1, Sections 4-315 and 4-320. Plans, specifications, and designs shall comply with the requirements of the current California Code of Regulations, Title 24.

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REFERENCES:

California Code of Regulations (CCR), Title 24
Part 1, California Administrative Code, Section 4-318(c)

This IR is intended for use by DSA staff and by design professionals to promote statewide consistency for review and approval of plans and specifications as well as construction oversight of projects within the jurisdiction of DSA, which includes State of California public schools (K–12), community colleges and state-owned or state-leased essential services buildings. This IR indicates an acceptable method for achieving compliance with applicable codes and regulations, although other methods proposed by design professionals may be considered by DSA.

This IR is subject to revision at any time. Please check DSA's website for currently effective IRs. Only IRs listed on the webpage at www.dgs.ca.gov/dsa/publications at the time of project application submittal to DSA are considered applicable.