



Mt. Pleasant City Plan Review # (if available): \_\_\_\_\_

908 W. GORDON AVE., SUITE 3  
LAYTON, UTAH 84041  
OFFICE: (801) 547-8133  
FAX: (801) 820-9089

## AGREEMENT FOR SOLAR PLAN REVIEW SERVICES

To whom it may concern:

Mt. Pleasant Building Department has requested that West Coast Code Consultants, Inc. (WC3) provide third-party plan review services for solar projects within their jurisdiction. As part of this service they would like our office to bill the permit applicants directly. In order for our office to proceed in performing a plan review of your project please...

1. Complete the project information below,
2. Read through the remainder of the document,
3. Sign and date the Agreement, and...
4. Return it and provide the full set of plans to our office via Email: [PermitDeskUtah@WC-3.com](mailto:PermitDeskUtah@WC-3.com).

Applicant Name: \_\_\_\_\_ Company: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Project Name: \_\_\_\_\_ Site Address: \_\_\_\_\_

Type of solar PV system: \_\_\_\_\_ Total kW of system: \_\_\_\_\_

Please review the following information which describes the scope and intent of the plan review that our office will be performing. This form must be signed and dated before our office can begin the work.

### I. Plan Review Services

1. Persons(s) performing plans examination services must possess and maintain certification as an International Code Council (ICC) Certified Building Plans Examiner.

### II. Insurance

1. WC3 will maintain the following insurance policies throughout the duration of this Agreement for work performed on behalf of Mt. Pleasant City:
  - a. **Worker’s Compensation Coverage** shall be maintained for all employees.
  - b. **General Liability Coverage** in an amount not less than \$1,000,000 per occurrence and \$2,000,000 annual aggregate limit.
  - c. **Professional Liability Coverage** in an amount not less than \$1,000,000 per claim and \$2,000,000 on a claims-made annual aggregate basis.



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**III. Schedule of Fees**

1. The **plan review** for Residential Solar Projects will be performed for a **lump sum fee of \$225.00**. The invoice will be submitted along with the initial comment letter and must be paid within thirty (30) days of receipt. This considers a standard plan review turn-around of ten (10) business days.
2. Should you desire an "expedited" plan review please check the box next the signature line below which acknowledges that you are aware that the expedited review will be billed at 150% of the standard review as noted above. Expedited reviews will be completed within five (5) business days of receiving the construction documents.

IN WITNESS WHEREOF, the parties hereby execute this agreement upon the terms and conditions stated above in this Agreement.

**WEST COAST CODE CONSULTANTS, INC.:**

**PERMIT APPLICANT:**

\_\_\_\_\_  
*Signature* *Date*

\_\_\_\_\_  
*Signature* *Date*

\_\_\_\_\_  
*Name and Title*

\_\_\_\_\_  
*Name and Title*

*Please check this box if an expedited review is desired. This acknowledges that you are aware of the additional fee to expedite the review.*