DEVELOPER’S PLAN REVIEW DIVISION

THIRD PARTY DEVELOPER’S PLAN REVIEW PROGRAM POLICY

I. POLICY JUSTIFICATION:

Baltimore County is responsible for the review and approval of construction documents for development projects to ensure compliance with County Code and State law requirements. In response to an increasing volume of construction plans submitted to the Developer’s Plan Review Division for approval, owners, developers and designers at their own cost may utilize third parties in lieu of County staff to expedite the review process in accordance with this Policy.

II. AUTHORITY:

The Third Party Developer’s Plan Review Program is administered by the Director of the Department of Permits, Approvals and Inspections and is authorized by Article 32, Title 4 of the 2015 Edition of the Baltimore County Code.

III. SCOPE OF PLAN REVIEW:

The scope of review is restricted to engineered water and sewer, road, storm drain, stormwater management, landscaping and grading plans and related specifications for compliance with State and County law.

IV. PLAN REVIEW AND COUNTY PERMIT FEES:

Construction document review fees shall be the responsibility of the developer or its engineer. County permit fees may not be reduced because of the election to obtain third party developer’s plan review services.

V. QUALIFICATION OF PLAN REVIEWERS:

Each individual plan reviewers shall demonstrate that they have the ability to undertake the review of engineered plans including construction drawings and associated specifications within the scope of their review and that they have a working knowledge of the Baltimore County Department of Public Works’ Design Manual. Except for landscaping plan review, the reviewer shall also be licensed to practice engineering as defined by the statutory requirements of the professional registration laws of the State of Maryland or an experienced engineer assistant whose review shall be conducted under the close supervision of a Maryland licensed professional engineer. Landscaping plans shall be reviewed by a licensed Maryland Landscape Architect.
VI. FINANCIAL INTEREST:

Third party construction document reviewers and their employers shall have no financial interest in the project reviewed other than the fee for services hereunder.

VII. INSURANCE REQUIREMENTS:

The Third party construction document reviewers or a firm employing construction document reviewers shall provide the Director, Department of Permits, Approvals and Inspections, with a valid insurance policy in an amount the Director determines is necessary to protect the public interest but not less than $300,000 general liability insurance and $100,000 property damage insurance naming Baltimore County, MD as additional insured.

The Third party construction document reviewer or a firm employing construction document reviewers shall obtain and maintain errors and omissions coverage for design review in the amount of $1,000,000.

VIII. INDEMNIFICATION REQUIREMENT:

The Third Party construction document reviewer or a firm employing construction document reviewers does hereby covenant to waive all claims, release, indemnify, defend, and hold harmless the County and any and all of its officials, officers, agents, and employees in both their public and private capacities (the “Indemnitees”) from any and all liability, claims, suits, demands, or causes of action including all expenses of litigation and/or settlement that may arise by reason of injury or death or debt of any person, or for loss of, damage to, or loss of use of any property resulting from the Third Party’s negligent acts or omissions or the negligent acts or omissions of the Third Party’s employees, agents or subcontractors relating to the performance of the Third Party Plan Review Program. The Third Party shall not be obligated to indemnify the Indemnitees in any manner whatsoever for the Indemnitees’ negligence.

IX. NO EMPLOYMENT RELATIONSHIP:

Third party construction document reviewers or a firm employing construction document reviewers shall contract directly with the developer or its engineer for performance of construction document review services on terms agreed to by the parties. Third party construction document reviewers and a firm employing construction document reviewers shall not be deemed an officer, agent, employee or subcontractor of Baltimore County. Baltimore County shall have no liability to any third party construction document reviewer or examiner, including but not limited to liability for payment for services.

X. FORMS:

All third party construction document reviewers shall use the forms provided by the Director, Department of Permits, Approvals and Inspections, for reporting review results.
XI. SANCTIONS:

The Director, Department of Permits, Approvals and Inspections, may disqualify third party construction document reviewers for the following reasons: (a) failure to ensure that construction documents conform to applicable County standards; (b) falsification of reports; (c) lapse or revocation of required certifications, licenses or insurance; or (d) failure to comply with this policy.