



**PRINCE GEORGE'S COUNTY
DEPARTMENT OF ENVIRONMENTAL RESOURCES
DEVELOPMENT SERVICES BRANCH
PERMITS AND REVIEW DIVISION**

BULLETIN 2004-1

January 8, 2004

SUBJECT: Preparation of Mechanical Plans

PURPOSE: This is to announce the Quality Assurance Review of Mechanical Plans by the Permits and Review Division

AUTHORITY: This Bulletin is issued by the authority granted to the Building Code Official as detailed in Subtitle 4, Prince George's County Building Code

In our continuing effort to provide more efficient and professional service to the citizens of Prince George's County, effective immediately, the Permits and Review Division will conduct quality assurance reviews on mechanical plans of commercial buildings, churches, theaters and other commercial structures.

Mechanical engineers of each project shall assure that an original seal, signature and date is on every sheet of each set of plans, the cover sheet of the project specifications, reports, correspondence and other documents submitted concerning building designs, building permits and/or building permit applications. The professional engineer must have designed, prepared the plans or directly supervised the preparation of documents.

All signatures and dates are to be legible or they will not be accepted. The professional engineer must be currently registered to practice in the State of Maryland and must present, upon request, a current wallet card verifying active registration.

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Should you have questions regarding this bulletin, please contact Behdad Kashanian, Section Head, Engineering and Plans Review Section, or his staff, at (301) 883-5880.

Sincerely,

A handwritten signature in black ink that reads "Stan E. Wildesen P.E." with a horizontal line extending from the end of the signature.

Stan E. Wildesen, P.E.
Building Code Official

bc: Behdad Kashanian

SEW:BK:AA:el:tat

1/7/04

PRDSecure/Bulletin 2004-1 Mechanical Plans