



A revision, a rework, and a shop drawing are three portal choices. Mixing them is how you pay for a review that never started.

Original Masterbuild PE packet. Not a copy of the County how-to-apply page and not a fee quote. New application, rework to a C/M/N/UP number, revision/shop drawing, extension, reissuance, and change of contractor are separate portal choices. Plans are not reviewed until required upfront fees are paid. We do not quote those dollars.

— The doors

☐ **Rework: the reviewer already looked, and you are answering their comments.**

Disposition D or P. MeetQ for clarification. Further revisions after the included rework are charged per discipline — confirm live. Uploading a new design as a 'rework' is how the comment cycle never ends.

☐ **Revision: the approved set is changing after it was approved, or the scope changed.**

That is not a comment response. A condenser that is not the condenser on the form is a revision, not a field clarification. See the change-out packet.

☐ **Shop drawing / deferred submittal: a piece that was never on the stamped set.**

Kitchen hood, fire damper schedule, equipment cut sheets that actually decide listing — if it was deferred, it has to come back as a shop drawing, not as an email to the inspector. The inspector is looking at the approved plans on site.

☐ **Change of contractor is a fourth door.**

Hold-harmless / permit transfer is a live County form. We do not host it. We do not copy it. See Code Relief if the old contractor is gone and the work is from before March 2002.

The invoice we see first

Shop drawing uploaded as a rework, upfront not paid, plans sitting, 180-day clock on an issued sibling permit still running, and the GC thinks 'it is in review.' It is not. The portal disposition is the record.

— What to send

Process or UP number, the last comments PDF, and whether the approved set is changing or you are only answering comments.

Send the comments. Not the County guideline.

Folio (does it start with 30?), process or UP number, and the comments PDF. Masterbuild will say which row is actually open.

masterbuildconsulting.com/send/

+1 (786) 398-6940 · Calendly: 30-minute scoping call

Masterbuild provides engineering services under a written scope. Nothing in this packet is a portal filing, a fee quote, or a representation about review. Confirm the live County how-to-apply page. This is not legal advice.