Jefferson County Alabama
Department of Development Services

Architectural Plan Review

- The Architect, Contractor or Applicant may submit Architectural plans and all other associated documentation through Jefferson County's ePermit JC portal and the Digital Plan Room (DPR).

- On submission, there is a $10 technology fee and a $50 administration fee that must be paid. Read our Adopted Fees Ordinance.

- Architectural plans and associated documentation should be submitted in PDF format. Please review our submission standards guide for digital file requirements.

- Architectural plans will then be distributed to the appropriate, concurrent, reviewers and the reviewers will have 20 working days to complete their review.

- Staff will review the plans, log any issues or notes in DPR and close out their workflow step. Applicants can monitor the progress of their review and read comments and feedback through the online portal and DPR.

- If corrections are required, then the Architect will need to make the proper adjustments and re-submit plans or sheets through the online portal/DPR for additional round(s) of reviews.