



Electronic
Plan Review

Testimonials

Campus Town - Ewing, NJ

The College of New Jersey

“It’s great to have so much information available, especially about the status of the review. Staff was really helpful whenever there was a question and got back to us quickly.”

-Lynda Rothermel, *TCNJ Campus Architect*

Emergency Operations Center Renovation - Maplewood, NJ **NJ Transit Corp.**

“The new system allows for faster overall plan review cycles and affords them greater abilities and controls when checking in on the status of their projects, since everything is uploaded to a server and accessible at all times.”

-Gerard Bocchino, *Program Manager*

American Dream Meadowlands Project - East Rutherford, NJ

PCL Construction Services, Inc.

“The ePlans system has many great benefits including the ease of filing for plan review. Users can log in and see the status of a project at any given time. The ePlans system saves money both in printing and in space requirements and eliminates multiple bundles of hard copy plans to print and deliver.”

-Tom Valente, *Construction Manager*

Boardwalk Design and Development

“The electronic filing system has been terrific for us. The comments come in a cleaner form, are well organized, and the change marks require very little clarification. It truly has made our jobs easier from this end. I hope this program expands and continues on into the future.”

-Anthony Cappuccio, *President*

For more information or troubleshooting assistance,
visit our ePlans web page at:
www.nj.gov/dca/divisions/codes/offices/ePlans.html

or contact:

New Jersey Department of Community Affairs
Division of Codes and Standards,
Bureau of Construction Project Review, State Buildings Unit
Email the Help Desk: HelpDesk@dca.nj.gov
Phone: 609-292-8134 Fax: 609-341-3188



State of New Jersey
Department of Community Affairs
Division of Codes and Standards
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Att:

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Division of
Codes & Standards
Electronic Plan Review



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STREAMLINED...

In an effort to implement a system to streamline and modernize the State's plan review process, the Department of Community Affairs' Division of Codes and Standards launched ePlans, a web-based electronic plan and document workflow solution that automates the plan submission, review and approval process through the use of digital files. ePlans allows all stages of the review process to be transmitted electronically via the internet, thus eliminating paper-based building and code review processes and reducing the amount of time between plan submission and final approval.

COST SAVING...

The ePlans system provides a number of benefits and cost-saving measures for both the community and the Department.

- The system is accessible 24 hours a day, seven days a week from any device that has internet access
- Eliminates printing, delivery and storage costs associated with paper plans
- Provides transparency and auditability throughout the review process
- Significant time savings resulting from elimination of shipping and delivery process associated with paper plans
- Storage of plans is now easier to manage for archive and disaster recovery purposes

The ePlans system will be extended to all building projects that require plans from a licensed architect or engineer. When a plan is submitted with an application for a construction or land use permit requiring drawing plans and other documents, ePlans will invite the applicant to a "project," where the applicant can upload electronic plan files. Bureau of Construction Project Review staff will then have access to the plans, and use the ePlans workflow, collaboration and view/markup tools to complete the initial review. Required changes are noted on the files and then communicated to the applicant, who makes the noted revisions to the original files and then resubmits revised files back into ePlans. The review cycle continues until all the regulatory requirements are satisfied and the DCA grants approval for the plans.

Mandatory usage of ePlans is required by December 31, 2015.

Hard-copy submissions will no longer be accepted. An online payment module will also be available.

WEBINARS & RESOURCES

The DCA will offer brief informational webinars and open houses for anyone interested in learning how the online application and upload process works. Webinar dates are available on the DCA website. Various resources including frequently asked questions, How-To guides and technical manuals are also available on the site. A dedicated technical support specialist will be available from 9 a.m. to 5 p.m. at: (609) 292-8134.

More information can be found at: www.nj.gov/dca/divisions/codes/offices/ePlans.html

