

Foundation Only Permits Policy

Purpose:

To establish a policy and procedure for processing Foundation Only Permits.

Background:

With the increasing cost of financing, there is a growing need for allowing the issuance of a Foundation Only Permit when there is a justified holdup of the issuance of the entire permit. Often, the holdup is for a reason beyond the control of the applicant.

California Building Code:

[A] 107.3.3 Phased approval. The building official is authorized to issue a permit for the construction of foundations or any other part of a building or structure before the construction documents for the whole building or structure have been submitted, provided that adequate information and detailed statements have been filed complying with pertinent requirements of this code. The holder of such permit for the foundation or other parts of a building or structure shall proceed at the holder's own risk with the building operation and without assurance that a permit for the entire structure will be granted.

Policy:

To qualify for a Foundation Only Permit, the applicant must have also submitted plans for review of the full permit.

Foundation Only Permits allowing underground site work, including underground electrical, plumbing, and mechanical and the placement of concrete foundations and on-grade slabs, may be issued for commercial projects subject to the approval of the Building Official, Assistant Building Official, Principal Inspector or Senior Plans Examiner who processes permits when it has been demonstrated that there is a justifiable reason.

Issuance of a Foundation Only Permit will require the payment of additional fees as specified below.


Procedure:

1. The applicant then submits plans for the Foundation Only Permit *and* for the Full Permit to the Building & Safety Division for clearance from the Building Official, Assistant Building Official, Principal Inspector, or Senior Plans Examiner to issue a Foundation Only Permit. Metro Fire, Public Works Engineering and the Planning Department **must** approve issuance of a Foundation Only Permit.
2. The owner and contractor complete the Foundation Only Permit Declaration.
3. The applicant provides two additional sets of appropriate plan sheets and required documentation (calcs, etc.) required for the Foundation Only Permit. The plans shall show clearly the limits of the work.
4. The separate Foundation Only Permit application will be processed and a permit fee will be charged as follows:
 - Foundation Only Building Permit Fee = 20% of Total Permit Fee of Full Permit
 - Foundation Only Plan Review Fee = 4% of Foundation Only Building Permit Fee
 - Foundation Only Zone Check Fee = 13% of Foundation Only Plan Review Fee

EXAMPLE: If the Total Permit Fee (Building Permit Fee plus Plan Review Fee) of the full permit is \$5,000, then the Foundation Only Permit fees would be:

- Foundation Only Building Permit Fee = (20% of Total Permit Fee) = \$1,000
- Foundation Only Plan Review Fee = (4% of Foundation Only Building Permit Fee) = \$40
- Foundation Only Zone Check Fee = (13% of Foundation Only Plan Review Fee) = \$5.02

5. Other fees may include any expedited plan review fees, or hourly plan review as appropriate.
6. *All applicable development fees shall be collected with the Foundation Only Permit.* School fee verification may be done when the total permit is issued.
7. The Foundation Only Permit, inspection card, and folder are to be marked "Foundation Only" at the time of permit issuance.
8. The Foundation Only Permit will be closed out once the full permit is issued, and all records of inspections performed will be cross-referenced on the full permit.



Joseph Cuffe
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