

Partial Building Permit - Foundation Only

PURPOSE

To establish a procedure for the issuance of partial building permits. This procedure is written for foundation only permits but may be applied for partial building permits for the construction of another part of a building or structure.

GENERAL

Section 106.4.1 of the California Building Code provides for the issuance of a partial building permit for the construction of part of a building or structure, provided adequate information and detailed statements have been filed complying with all pertinent requirements of the code. The holder of a partial permit shall proceed without assurance that the permit for the entire building or structure will be granted. The Department generally receives applications under this provision for foundation only permits. Therefore, this procedure has been written for that purpose. **Applicants for partial building permits are required to utilize the Third Party Plan Check (TPPC) Procedure 9-4-1.** Projects subject to the flood plain ordinance (Chapter 7B, Sonoma County Code) or located within the Alquist Priolo zone are not eligible for TPPC, and subsequently, are not eligible for partial building permits.

PROCEDURE

A. Submittal requirements

Applicants shall submit a complete application for a building permit and attach a written request for a partial building permit. In addition to four (4) sets of construction plans, the applicant shall submit the following:

1. Four (4) copies of a complete site plan (refer to Minimum Standard Site Plan, form PJR-015. Two (2) additional reduced copies if property is served by private septic system.
2. Two (2) copies of a soils report, if required, and letter from soils engineer indicating review of plans.
3. Four (4) copies of foundation plans, including anchors, hold downs, embeds, reinforcement.
4. Four (4) copies of floor plans. Two (2) additional reduced copies if property is served by private septic system.
5. Two (2) sets of calculations and drawings for the shell and all significant interior elements to justify foundation requirement.
6. Four (4) copies of underground utility plan.
7. Four (4) copies of plumbing, electrical, mechanical and exiting for all commercial buildings or for a residence larger than 5,000 square feet.

8. The cost of foundation for design and construction.
9. Completed *Agreement for Partial Building Permit - Foundation Only* form BPC-009.

B. Fees

Plan check fees for a partial building permit shall be based upon the value of the foundation with a fee multiplier of three. The value of the foundation shall be calculated as 15% of the value of the entire building for spread footings and 20% for all other foundation types. Upon submittal of plans for the entire building or structure, the plan check fee shall be based on the value of the structure or building minus the value of the foundation. **All development or mitigation fees shall be paid prior to the issuance of the partial building permit.**

C. Approvals

Prior to issuance of a partial building permit, all approvals required for the entire building or structure shall be obtained from PRMD, other County Departments, and applicable outside agencies. Required approvals may include, but are not limited to the following:

1. Zoning.
2. Fire.
3. Encroachment.
4. Drainage.
5. Sanitation.
6. Well and Septic.
7. Regional Water Quality Control Board.
8. Fish and Game.
9. Army Corps of Engineers.

If the project is subject to a discretionary planning approval (i.e. use permit or design review), all conditions required to be met prior to building permit issuance shall be met prior to issuance of a partial building permit.

If the property is served by a septic system, the septic system permit or approval **shall be issued** prior to issuance of the partial building permit. All required elements of Fire Safe Standards shall be in place at the start of construction.

D. Third Party Plan Check

Applicant shall utilize the Third Party Plan Check Procedure. See PRMD procedure number 9-4-1, and the following handouts:

1. Third Party Plan Check, form BPC-013.
2. Third Party Plan Check Notification, form BPC-018.

E. Converting Existing Building Permit to Partial Building Permit

Requests to convert an existing building permit application to a partial building permit application will be treated as a new submittal. Applicants will need to submit new plans and plan fees as set forth above.

ATTACHMENTS

BPC-009 - Agreement for Partial Building Permit - Foundation Only

Approved by:

/s/ Pete Parkinson

Pete Parkinson, Director

Lead Author: Debra Watts

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