



City of Lathrop  
Building Department

# FOUNDATION-ONLY PERMITS POLICY

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**PLEASE REFER TO THIS POLICY FOR THE PLAN REVIEW AND PERMITTING PROCEDURE FOR A FOUNDATION-ONLY SUBMITTAL.**

## BACKGROUND

The California Building Code Section 107.3.3 allows the Building Official to issue a permit for the construction of part of a building or structure before the plans and specifications for the entire building or structure have been approved. With the increasing cost of financing, there is a growing need for flexibility in allowance of the Foundation-Only phased approval, when there is a justified holdup of the plan review and issuance of an entire permit. Often, the holdup is for a reason beyond the control of the applicant. The permit holder of a Foundation-Only Permit will proceed at their own risk without assurance that the permit for the entire building/structure will be granted/approved.

### **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 is required to have also submitted plans for review of the entire scope in an all-encompassing permit. The Foundation-Only Plan may be submitted concurrently with the primary, full scope permit plans.

Foundation-Only Permits requesting 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, when it has been demonstrated that there is a justified reason. Issuance of a Foundation-Only Permit will require payment of additional fees as specified below.

## PROCEDURE

1. The Applicant shall submit plans for both the Foundation-Only Permit and for the Primary, Full Scope Permit to the Building Department for approval from the Building Official to proceed with a Foundation-Only Permit. The Fire, Public Works, and Planning Departments must approve issuance of a Foundation-Only Permit along with the entire proposed Structure.
2. The Property Owner and Contractor will complete the Foundation-Only Permit Declaration Form.
3. The Applicant will provide an additional set of appropriate plan sheets and required documentation required for the Foundation-Only Permit (Structural Calculations, Geotechnical Reports, etc.). The plans must clearly show the limits of the proposed work.
4. The Foundation-Only Permit Application will be processed and Fees will be charged as follows:
  - Foundation-Only Building Permit Fee = Actual Hourly Costs
  - Foundation-Only Plan Review Fee = Actual Hourly Costs
5. Other Fees may include any Expedited Plan Review Fees (if requested and approved) or Admin Hourly Fees.
6. All applicable Development/Impact Fees will be collected with the Foundation-Only Permit.
7. School Fee Verification may be completed before the Primary Permit is Issued.
8. The Foundation-Only Permit, Inspection Card, and Permit Folder are to be marked "Foundation-Only" at the time of Permit Issuance in Office and in the Field.
9. The Foundation-Only Permit will be closed out once the Primary Permit is Issued, and all Records of Inspections performed will be cross-referenced on the Primary Permit.