

“Phased Permit Approvals”

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CLINIC

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- Also known as a “Foundation Only” permit,
- Or, a “Partial Permit.”

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- Code reference: “Section 107.3.3 Phased approval”
 - Allows great leeway to the Building Official to issue partial building permits prior to the completion of all construction documents.
 - The section does not require the Building Official to grant a partial permits.

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- Why should partial approvals be granted?
 - The time needed to review the complete set of construction plans could be lengthy.
 - The excavation of the foundation will take time.
 - The majority of the project is fully defined, but a portion is being revised.

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- What are the conditions for a partial approval?
 - Obtain sufficient construction documents to define the work being approved.
 - Obtain appropriate clearances from other Sections with respect to the issuance of the partial approval.
 - Obtain detailed statements from the permittee regarding their risk and liabilities.

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- Construction Documents
 - Soils Report, (must be complete) including shoring recommendations
 - Structural Calculations, (must be complete) including the super-structure vertical and lateral design
 - Structural Plans, (complete for area requested for partial approval) including load path information for super-structure
 - Architectural Plans, (sufficiently complete to define the scope of the overall project, fire protection and egress analysis)

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- Additional documents:
 - Energy Calculations (depending on the area requested for partial approval)
 - Green Building Code checklist

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- Disabled access compliance including parking and path of travel
- MEP for foundation only portion
- NPDES compliance
- Drainage (sump-pumps, discharge location)

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- Clearances
 - Design Review Approval
 - Zoning Entitlements
 - PW Engineering
 - Encroachment Permits
 - GWP Approvals
 - Fire Department
 - Typical for all projects

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- Statements of Liability
 - These are to protect the City from:
 - Changes to the project after issuance of the partial permit
 - Errors in the preliminary submittal
 - The impacts of mechanical or plumbing systems are underestimated.
 - Who do we need them from:
 - Everybody and anybody we can get them from!!
 - Owner, Engineer, Contractor, Lender,

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- Summary
 - It is easier to issue partial permits when all design plans are 100% complete.
 - Less information, less chance of being granted a partial permit.
 - The size of the project often determines if partial approvals are granted.
 - Less need for small project, grater need for larger projects.

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- Ultimately all projects will need to meet all of the City's building, fire, engineering and zoning regulations before being occupied.