



Foundation Only Permit

The International Building Code allows the building official to issue a permit for part of a building before the entire building permit has been approved. In order to assist applicants and expedite their projects the City of Tukwila has established guidelines for a “**Foundation Only**” permit.

The review of the foundation permit is limited, and the applicant assumes the risk of possible required modifications that may result from the review of the entire project. The holder of a “**Foundation Only**” permit 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 per IBC 107.3.3.

All required documents and plans (structural, non-structural, site plan, civil, etc.) for the building permit must be submitted prior to applying for a “**Foundation Only**” permit. The submittal documents for both the building permit and “**Foundation Only**” permit shall be the same. Each plan sheet shall clearly identify plans that are for “**Foundation Only**.”

The “**Foundation Only**” permit application shall be accompanied with a letter (on company letterhead) requesting “**Foundation Only**” permit and shall include the contact information of the “Design professional in responsible charge,” per IBC 107.3.3 and 107.3.4. This letter is to be submitted with the permit application documents to be considered a complete submittal.

A separate permit will be issued for the foundation and fees for the permit will be based on the valuation of the foundation work. **Note:** The valuation for the foundation work will be subtracted from the entire project's valuation costs when determining the permit fees for the balance of the project building permit.

Once a complete “**Foundation Only**” permit application is received and the review fees are paid, the Permit Center will contact our structural engineer and request a complete structural review. Please be advised, due to workload the time frame for completion of this request cannot be assumed nor guaranteed.

Concurrently, the “**Foundation Only**” permit application will be routed to appropriate departments [Fire, Planning, and Public Works] for plan review and approval. The non-structural building review may be sent out to our consultants depending on current workload and the complexity of the project.

Required Submittal Documents

Ensure that the following items are uploaded with the submittal documents for review and approval electronically through our Construction Permits Portal <https://tukw-egov.aspgov.com/BP/index.html>. The following items are required prior to issuing the “**Foundation Only**” permit.

1. All documents are to be stamped and signed by the design professional.
2. Documents submitted shall be to scale and clearly depict all work to be completed with this permit.
3. Structural engineer's calculations, structural and architectural drawings, and details.
4. Engineer's geotechnical reports.
5. Civil drawings for the installation of the foundation system and grading of the project.
6. Complete site plans, building location, setbacks to property line, curb, street, fire hydrant, size of grease interceptors, easements, etc.
7. Plans are to be detailed to indicate size and location of all foundation penetrations such as the fire sprinkler riser, electrical conduit, building sewer, etc.
8. Existing landscaping plan clearly depicting all existing foliage types and location.
9. Special inspections, structural observation, and quality assurance plans are to be noted on plans per IBC 1705.
10. One complete building construction cross section indicating all building material.

Note: A. Plans and calculations for in-slab systems or site work such as plumbing, HVAC, electrical, etc., require separate permits. Installation without permits will result in **double permit fees. NO EXCEPTIONS!**

B. No landscaping is to be removed or installed without prior approval from the Planning Department. **NO EXCEPTIONS!**

C. Unless the permit for the entire structure has been issued, any work beyond excavating, forming, and pouring the foundation (top of slab) will result in **double permit fees. NO EXCEPTIONS!**