

Foundation Permits

Requirements for foundation only permit requests

Purpose

The purpose of this bulletin is to provide owners, builders and registered professionals with information regarding the City of Penticton's allowance of phased building permits for larger projects. These requirements are to ensure compliance the City's Building Bylaw, BC Building code and other provincial regulations.

Implementation

Foundation only permits will be permitted under the following conditions:

- Commercial and Multi-family projects, (5 or more units);
- The project is under the supervision of a Coordinating Registered Professional (CRP); and,
- Planning approvals for re-zoning, development permits and/or subdivision are substantially completed.



Unless otherwise confirmed by the Building and Permitting Manager, Foundation permits will allow for:

- Clearing, Excavation, Piling, Geo-compaction and Shoring;
- Placement of reinforcing and concrete for foundations and slab up to the first storey level. Works such as columns and walls for parking garages above grade are not permissible unless confirmed; and,
- Associated mechanical and underground plumbing and civil work.

Persons wishing to commence their building project who do not fall within requirements above or not able to provide required submission requirements listed below, can request an Earthworks permit. Please review permit requirements on the City's [Building webpage](#) or contact the Building department at 250-490-2571 or buildinginfo@penticton.ca.

Submission Requirements

Foundation Only Permits can follow two paths:

- Main building permit applied and foundation permit requested after, or
- Foundation permit requested prior to full application

Foundation Only applications will be processed when the following are provided:

1. Development Permit or Variance (if applicable) has been approved or substantially completed as approved by the Development Services Director for permit submittal.
2. Documentation as per Building Bylaw and Permit Application checklists are substantially completed, including:
 - a) Application(s) – note separate applications will be required for each phase
 - b) Agency Agreement

- c) Letters of Assurance (LOA) from all Registered Professionals (RP) and Coordinating Registered Professional (CRP) and copies of insurance coverage. Each phase shall be clearly indicated on each LOA
- d) Geotechnical Report – Environmental Assessments, if applicable
- e) Building Code Analysis – Building Classification (see Alternative Solutions)
- f) Fire Flow calculations
- g) Sealed drawings showing (as outlined in Div. C – Part 2 of BCBC and COP Building Bylaw)
 - i. Site/Civil:
 - All required and existing services including: water, sanitary sewer, storm water management plan (including temporary constructing de-watering), electrical, access and egress driveway and sidewalk crossovers, nearest existing fire hydrant(s)
 - ii. Architectural:
 - Substantially complete to show compliance with DP/DVP drawings,
 - Site Plan (partial provided) – including Provisions for Fire Fighting Access
 - Fire Protection components – required exits, etc.
 - Spatial Calculations
 - iii. Structural:
 - Foundation Drawings entire superstructure
 - Temporary shoring or hoarding
 - iv. HVAC
 - involved with underground works
 - v. Plumbing:
 - all necessary underground including Fire Suppression
 - vi. Electrical
 - underground including service/meter location(s) (Confirm with Elec Utility)
- h) Alternative Solutions (A/S)
 - At minimum general overview of all proposed A/S, in particular if they may impact the location of structural and/or underground mechanical works.
- i) Construction Fire Safety Plan including cranes (if applicable)
- j) Road or Sidewalk closure request applications
- k) Trucking route
- l) Separate \$185 application fee
- m) Security Deposit of \$25,000.00 for complex buildings.

Permits

Permits will be released when:

1. Applicable fees and securities are paid for:
 - a) Building & Plumbing - Based on Construction value of the work to complete the foundation construction phase including earthworks/shoring, site servicing, building services and piles

- b) Engineering – Off site improvements
 - o Existing infrastructure condition confirmed with City Engineering staff
- 2. Confirmation of HPO registration or exemption for all multi-family buildings
- 3. The following should also be in place prior release of foundation permits:
 - a) Road or Sidewalk closure permits (including Schedule F agreements)
 - b) Crane permits (when swinging over adjacent properties) - confirm Airport restrictions

Documents to be Released

The Permit package shall include:

1. Permit Condition letter – 6 month time limit;
2. Letters of Assurance signoff for Foundation separate to main permit;
3. Permit site placard for foundation only;
4. Site Plan/Civil and foundation Drawings only; and
5. Construction Fire Safety Plan.

Inspections

Foundation projects under the supervision of CRP will be monitored by Building Inspectors. It is suggested that an initial site orientation meeting be arranged at the beginning of the works to establish future monitoring site visits, protection of City infrastructure and public safety as outlined in Part 8 of the BC Building Code.

Have questions? We're here to help. Please contact the Building Department at 250-490-2501 or buildinginfo@penticton.ca for further information
