

# CITY OF MILPITAS

Office of Building Safety  
455 E. Calaveras Blvd.  
Milpitas, CA 95035  
408-586-3240  
[www.milpitas.gov](http://www.milpitas.gov)



## FOUNDATION ONLY PERMIT

Complete sets of plans and calculations for the entire building shall be submitted to the Office of Building Safety and be reviewed prior to the commencement of the Foundation Only Permit process. Once Office of Building Safety reviews the plans and approves the foundation only permit, the following additional items are required to be submitted. **The request for foundation only permit will be considered on a case-by-case basis.**

1. One complete set of foundation drawings including all relevant details related to the items as specified in the scope of work. **All applicable loads (vertical and lateral, including overturning) shall be specified on the drawings for each element of the foundation (i.e., at each spread footing, wall, holdown anchor, etc.).** The foundation plan check will be performed for the specified loads.
2. A statement of scope of work on the cover sheet of the plans, clearly specifying the limits of foundation only construction (i.e., if structural slabs and walls for a subterranean garage are to be included, it shall clearly be stated on the drawings).
3. Accompanying calculations for the design of each element of the foundation.
4. A site plan and floor plans for the levels associated with the foundation only construction, with a note identifying them as “for reference only.” Other sheets of the drawings should be excluded from the set or shall clearly be denoted as omitted or for reference only.
5. A completed *Request for Foundation Only Permit* form (attached).
6. The following clearances and/or permits (if applicable) are required prior to the issuance of the foundation only permit:
  - ☐ Fire Department clearance to release the foundation only permit.
  - ☐ Planning Department clearance to release the foundation only permit.
  - ☐ Engineering Division clearance to release the foundation only permit.
  - ☐ Letter from the soil engineer indicating his review and approval of the foundation design.
  - ☐ Grading permit clearance including soil compaction report and pad certification.
  - ☐ Site and underground utilities permit clearance.
  - ☐ Completed special inspection and observation forms.
  - ☐ Participation by all required parties in a pre-construction meeting with the city.
7. Payment of foundation permit plan check fee. All building permit inspection fees will have to be paid prior to issuance of the foundation only permit.

# CITY OF MILPITAS

Building Safety Department  
455 E. Calaveras Blvd.  
Milpitas, CA 95035  
408-586-3240  
[www.milpitas.gov](http://www.milpitas.gov)



## REQUEST FOR FOUNDATION ONLY PERMIT

It is requested that a foundation only permit be issued at this time, authorizing construction of foundations for the proposed building to be located at: \_\_\_\_\_.

Plans for this building are on file in the Office of Building Safety under Plan Check No.: \_\_\_\_\_.

If the requested Foundation Only permit is issued, it is understood and acknowledged that:

1. The plans for the entire building have not, at this time, been reviewed or approved for compliance with applicable California and Milpitas Municipal Codes. No work will be performed under this permit other than described in the scope of work statement on the cover sheet of the drawings.
2. If, as a result of the plan check for the remainder of the building, it is subsequently determined that the foundation elements permitted are not adequate for resisting the actual applied loads, I/we shall assume full responsibility and all risk of loss which may result due to any required changes. I/we agree that the building shall conform to the approved final plans as amended, without regard to the stage of construction.

I/we am/are proceeding at my/our own risk without assurance by the City of Milpitas that a permit for the entire building will be granted.

### OWNER:

Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

We, the responsible Architect/Engineer and Contractor, are aware of the construction proceeding under the conditions above.

### ARCHITECT/ENGINEER:

Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### CONTRACTOR:

Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_