



THE CITY OF ASPEN



MEMORANDUM OF POLICY

Building Codes

FROM: Teraissa McGovern

DATE: November 4, 2004

APPROVED: Stephen Kanipe, C.B.O.
Chief Building Official

DATE: November 4, 2004

SUBJECT: **Excavation Foundation Permit Issuance Policy**

It is the policy of these jurisdictions that, when applying for a foundation/ excavation permit, the following procedure shall be followed:

1. The fee shall be equal to 35% of the permit fee of the building permit (based on valuation), which will expedite the applicant for issuance, provided that all of the following are completed:
 - a. All referral departments must be signed off on the permit.
 - b. All referral fees must be paid, including water, sanitation, park dedication, school dedication, housing cash in lieu, and tree removal fees.
2. The pages that are issued with this permit are: survey, site plan, and the pertinent structural pages including the referenced detail pages.
3. Sub-permit sub-slab inspections will be granted for plumbing and mechanical.
4. All inspections will be noted under the “plan review” action of the yet to be issued master permit.
5. A permit for electrical underground must be obtained prior to electrical work being inspected. The valuation listed on the underground electrical permit must be that of the underground work only.