

**CITY & COUNTY OF DENVER
COMMUNITY PLANNING & DEVELOPMENT
BUILDING PERMIT POLICY**

Subject: FOUNDATION ONLY, PHASED CONSTRUCTION, & DEFERRED SUBMITTAL PERMITS

Approved: Scott V. Prisco, AIA, Building Official

Number: ADMIN 133.5, 135, & 136

Effective Date: Oct. 11, 2016

Page: 1 of 2

This policy is intended to clarify the intent of the Denver Building Code Amendments (DBC) Administrative Sections 133.5, 135 and 136, which allows for deferred submittals and issuance of foundation or phased permits for some buildings and structures, when approved by the Building Official.

PART I: Deferred submittals are permitted in accordance with 2016 DBCA Section 133.5.

***133.5 Deferred Submittals.** Deferred submittals are defined as those portions of the design which are not submitted at the time of the application and which are to be submitted to the Agency within a specified period. Deferral of any submittal items shall have prior approval of the Building Official. The registered design professional in responsible charge shall list the deferred submittals on the plans and shall submit the deferred submittal documents for review by the Agency. Submittal documents for deferred submittal items shall be submitted to the design professional in responsible charge who shall review them and forward them to the Agency with a notation indicating that the deferred submittal documents have been reviewed and that they have been found to be in general conformance with the design of the building. The deferred submittal items shall not be installed until their design and submittal documents have been approved by the Agency.*

Deferred submittals typically include but are not exclusively limited to: precast concrete elements, wood and light gauge metal trusses, shop fabricated stairs, access control hardware, etc.

Option 1: Include 'deferred submittal' with original submittal documents, at the time of first submittal.

This option is not an actual deferred submittal and is typically not feasible without construction schedule delays since the deferred submittal drawings are created/completed after the engineer of record (EOR) drawings are completed. The deferred submittal item(s) would be included with the building's construction permit.

Option 2: Include deferred submittal with original submittal documents, at the time of the first re-submittal.

This option may be feasible for some projects given our current turnaround times on the first submittal review. This could even be a partial deferred submittal that allows more time until the full deferred submittal design is complete (with remainder submitted as an actual deferred submittal). For example, in precast concrete construction, there is often an embed submittal that completed early in the shop drawing process that would be ideal for this option. Precast, or a portion of the precast, would be included with the building's construction permit.

Option 3: Submit deferred submittal or multiple deferred submittals any time after the first re-submittal.

If deferred submittals are submitted without enough lead time to allow for city review and permit, there is a potential for construction delays (or erection will start prior to city approval). To alleviate these potential delays, multiple deferred submittals are allowed for larger projects so early work can be permitted to avoid delays. If the deferred submittal shop drawings are submitted to the EOR in phases, this would match the typical workflow of the construction and design teams. Separate permits would be issued for each of these deferred submittals.

PART II: Foundation Only or Phased Construction Permits

Owners and developers that choose to submit projects as foundation only and/or phased construction permit submittals are subject to the following plan review submittal criteria.

When a project is separated for the purposes of plan review and permitting into two or more parts/packages (i.e. foundation only / superstructure; or structural only / core and shell completion; or foundation only / superstructure only / core and shell completion), exclusive of: shoring, deferred submittals, tenant finishes, and site work: the submittal of the second package shall not precede the first resubmittal of the first package.

This submittal methodology allows the design teams the opportunity to address all related comments in the second submittal package that were identified in the first submittal package, prior to submitting the second package. This will provide a higher degree of efficiency in plans review, response, and permitting and ultimately save time and cost for the developer or owner.

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