



Division of Facilities Construction & Management

Phased Approval Submittals

IBC Section 107.3.3 - The Building Official is authorized to issue a permit for the construction of foundations or any other part of a building or structure before the construction documents for the whole building or structure have been submitted, provided that adequate information and detailed statements have been filed complying with pertinent requirements of this code.

The following list is a minimum submittal to the Building Official for review and approval to begin construction:

1. **Three (3) bid packages are the maximum number allowed for DFCM-managed projects.**

- a. Bid Package #1 – The first package includes earthwork, excavation, utilities, and may include deep foundations with adequate structural calculations and drawings for structural review.
- b. Bid Package #2 – The second package shall include footings, foundations, structural steel, concrete, and core and shell. Core and Shell includes stairs, elevators, and the exterior envelope.
- c. Bid Package #3 – The third package is the full conformed set of drawings which includes bid packages #1 and #2, as well as the complete interior finish. This is the final set of drawings for the entire building.

NOTE: Do not simply upload all three (3) packages into the EDMS. The three (3) packages are to be properly indexed without duplicate pages.

- d. You may choose to submit only two (2) packages which may include one and two or three and four. However, if you submit packages one and two, the package shall include **all the information listed under the two packages.**
2. Drawings shall be stamped, signed, and dated by a State of Utah licensed Architect and/or Engineer.
3. A complete dimensioned site plan, including landscaping, civil drawings, parking layout, distances to property line, and location of new and existing buildings on site.
4. A complete code analysis (See The DFCM Code Analysis Form, which can be found on the DFCM website) that includes occupancy classification, type of construction, square footage allowed and actual square footage of proposed building, height allowed in feet and stories, area modification calculations, exit width required and exit width provided, occupancy separations, design occupant load, accessibility requirements, and any performance based design requested.
5. Completed DFCM special inspection form on the drawings
6. Complete geotechnical report
7. Elevation drawings
8. Structural drawings and calculations
9. Typical floor plans
10. Special inspection statement prepared by the registered design professional in responsible charge. This statement shall include a complete list of materials and work requiring special inspection(s). This form shall be incorporated into the plan sheets and filled out within the EDMS. (The DFCM Special Inspection form can be found on the DFCM website).
11. Deferred submittal items list, including approximate bid packages submittal dates and the date for the final set of drawings.