



This document will outline requirements for obtaining a permit and inspections for foundation repair using a helical pile system.

Applying for the Permit

The following information must be submitted when applying for a foundation repair permit. Since every project is unique, there may be some situations where you will be asked to provide additional information.

Submittal Documents

✓ *Site Plan*

Show the location of the proposed work.

✓ *Product Evaluation Report*

Permit applications for proprietary helical pile systems shall include an evaluation report by a nationally recognized and accredited evaluation agency, such as International Code Council Evaluation Services (ICC-ES). These reports shall serve as the basis for permitting and inspecting helical pile system installations.

✓ *Soils investigation report.*

The geotechnical report must address all the items identified in the applicable ICC-ES product evaluation report. Where the repair involves 5 or more piles and any of the following conditions exist, the report provided must include a complete record of the soil boring and penetration test logs and soil samples, and a record of the soil profile:

- This site is identified on the DOGAMI Landslide Susceptibility map as “High”, or “Very High” (<https://gis.dogami.oregon.gov/maps/slido/>)
or
- The structure is located on a slope steeper than one unit vertical in three units horizontal (33.3% slope).

✓ *Structural calculations and drawings*

Prepared by an Oregon registered design professional. The structural design shall be in accordance with accepted engineering practice and principles, the current edition of the Oregon Structural Specialty Code, and the applicable ICC-ES product evaluation report.

✓ *Existing building information.*

Sufficient plans and details of the existing building structure must be provided to verify the loads and assumptions used in the structural design.

✓ *Details of system installation,*

and identification of manufacturer’s components to be used.

✓ *Statement of Special Inspections,*

in accordance with OSSC 1704.3 & 1705.9 and the specific product evaluation report. The statement shall include:

- Type and extent of each special inspection.
- Identification of continuous special inspection.

To Apply

Applications should be submitted online at

www.eugene-or.gov/ebuild.

Inspections

The following inspections are required to determine compliance with the approved construction documents:

✓ *Special Inspection*

Special inspections must be performed continuously during installation of the helical foundation system. The special inspector shall be employed by the owner or design professional acting as the owner’s agent, be competent to perform the required inspections, and be approved by the building official. The registered design professional is approved to perform special inspection of work he/she designed.

The special inspector shall keep records of inspections. Items to be observed, recorded, and verified by the special inspector for helical piles:

- Permit number and address for the work performed;

Foundation Repair – Helical Piles

- Date(s) and time(s) that the special inspector was on site;
- Product manufacturer and component identification;
- Helical pile and bracket configuration;
- Installation equipment used;
- Inclination and position of piles;
- Final installation torque and depth of each pile;
- Full-surface contact of brackets with foundation; and
- Compliance of the installation with the approved construction documents, the ICC-ES product evaluation report and the manufacturer’s installation instructions.

Other special inspections (e.g. concrete anchors, foundation reinforcement) may also be required as specified on the construction documents.

Reports shall indicate that the work inspected was or was not completed in conformance to the approved construction documents.

The special inspector shall furnish the inspection report(s) to the City of Eugene building inspector.

✓ *City Inspector*

Foundation Inspection

A foundation inspection shall be requested after all piles and brackets have been installed but prior to backfilling or otherwise concealing work. The inspector will also verify any additional structural items, such as applied foundation reinforcement, that are part of the foundation repair.

Final Inspection

A final inspection shall be requested after all work required by the building permit is completed. The City of Eugene building inspector will verify:

- Receipt of an acceptable special inspection report;
- that any necessary trade work (i.e. plumbing and/or electrical) associated with the foundation repair has been permitted and inspected; and
- that the site has been restored to a safe condition.

ADDITIONAL INFORMATION

Intake (assistance with eBuild)	541-682-5505	permitinfo@eugene-or.gov
Residential Plan Review	541-682-5611	residentialpermitinfo@eugene-or.gov
Commercial Plan Review	541-682-5613	commercialpermitinfo@eugene-or.gov
eBuild		https://pdd.eugene-or.gov/ebuild