



## Foundation Repair Permit

This Checklist is intended to help provide the information and data needed for a complete application. A request for a Foundation Repair permit application requires approval by staff.

**Incomplete applications will not be accepted.**

### Digital Submission Requirements

The City of Taylor uses a digital review system called My Government Online (MGO) which requires certain digital submittal standards. You will need to create an account and place your request in MGO [www.mygovernmentonline.org](http://www.mygovernmentonline.org) . All communication for your project will be through this portal. For more detailed information and troubleshooting, please review the *MyGovernmentOnline* User Guide at: [www.taylortx.gov/DocumentCenter/View/9975/Building--MyGovernmentOnline-Instructions?bidId=](http://www.taylortx.gov/DocumentCenter/View/9975/Building--MyGovernmentOnline-Instructions?bidId=) Or you can contact the MGO help desk at (866)957-3764 or send a message at <https://www.mygovernmentonline.org/#contactus> .

### Application Fee

Application fee will be assessed once the application is accepted. Fees must be paid at the time payment notification is made. Failure to pay the fee will cause the application to be incomplete and void in the system. The application fee schedule is available at: <https://www.ci.taylor.tx.us/DocumentCenter/View/6981/FY2022-23-Fee-Schedule?bidId=>

### Project Information

#### General Questions

	Owner & Applicant information
	Site Adress
	Description of the proposed works
	Total floor area to be demolished (sq. ft)
	Type of foundation
	Project Value (\$)

#### Scaled Plans

	<b>Foor Peir and Beam Foundation</b>
	<b>Repair Work</b> - requires a layout plan of the foundation showing the position of all the piers, spacing between the piers and identify which piers require shimming
	<b>Shimming</b> - requires a layout plan of the foundation showing the position of all the piers, spacing between the piers and identify which piers require shimming
	<b>Slab Foundation</b>

	<b>Repair work</b> -requires a stamped and signed engineer plan of the whole foundation and identify the area which requires repair work
<b>Supporting Documents</b>	
	<b>Written scope of Work</b> to explain how you are proposing to repair the foundation and the extent of the repair work required
	For repair work to a pier and beam foundation a <b>section drawing</b> signed and sealed by an Engineer to show the minimum clearance between the anchoring pad and the beam and any piling required to support the foundation.
	For repair work to a slab foundation a <b>section drawing</b> to show the specifications of the foundation.
	Fee

#### City of Taylor Contact

Development Services	512-352-3675 Option 3	development.services@taylortx.gov
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