



INFORMATION DIRECTORY

INFORMATION
GUIDELINE

15

January 2014

CITY OF ESCONDIDO • BUILDING DIVISION • 201 N. BROADWAY, ESCONDIDO, CA 92025 • (760) 839-4647

All building projects require the coordination and the cooperation of many parties in order to proceed from a mere idea to a completed project.

Code regulations and requirements constantly change; code amendments and interpretations vary between jurisdictions and code enforcement attention shifts with community needs.

Our goal is to provide you with the information you need for the successful completion of your project.

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Effective January 1, 2014, the 2013 California Building Codes are in effect. These are based upon the 2012 editions of the IRC, IBC, UMC, UPC & IFC, and the 2011 edition of the NEC. Ord. 2013-11

CURRENT CODES

CODE	EDITION	EFFECTIVE DATE	APPENDIX CHAPTERS
Uniform Administrative Code (UAC)	NA	NA	Chapter 6, Article 1, EMC
International Residential Code (IRC)	See above	See above	Chapter H
International Building Code (IBC)	"	"	Chap. C and I
Uniform Mechanical Code (UMC)	"	"	Chapter D
Uniform Plumbing Code (UPC)	"	"	Chapters A, D, H and I
National Electrical Code (NEC)	"	"	Not applicable
International Fire Code (IFC)	See above	See above	Ord. 2013-13
Uniform Housing Code (UHC)	1997	See above	Not applicable
California Green Building Standards Code	See above	See above	NONE

PREVIOUS CODES

The chart below indicates adoption dates for the various model codes used by the City in past years.

CODE EDITION	UBC	UMC	UPC	CODE EDITION	NEC
1958	3-19-59	-	10-18-61	1956	9-16-59
1961	10-18-61	-	12-6-61	1959	10-18-61
1964	10-12-66	-	1-27-65	1962	1-27-65
1967	1-14-70	1-14-70	2-19-69	1965	6-26-68
1970	1-6-71	1-6-71	7-7-71	1968	5-13-70
1973	1-27-74	1-27-74	2-6-74	1971	8-2-72
1976	8-17-77	8-17-77	8-17-77	1975	6-23-76
1979	11-12-80	(not adopted)	6-11-80	1978	10-24-79
1982	10-27-82	10-27-82	(not adopted)	1981	10-27-82
1985	8-30-87	8-30-87	8-30-87	1984	(not adopted)
1988	1-5-90	1-5-90	1-5-90	1987	8-30-87
1991	8-14-92	8-14-92	8-14-92	1990	7-1-91
1994	12-29-95	2-18-96	12-29-95	1993	12-29-95
1997(98 CBC)	7-1-99	7-1-99	7-1-99	1996	7-1-99
1997(01CBC)	8-1-05	8-1-05	8-1-05	2002	8-1-05
06IBC(07CBC)	1-1-08	1-1-08	1-1-08	2005	1-1-08

The City of Escondido adopted its first Building Code, the 1930 Edition, on December 27, 1930.

The following charts indicate the Occupancy and Type of Construction changes between the 1973, 1976 and 1994 Editions of the Uniform Building Code.

OCCUPANCY DESIGNATION CHANGES

GENERAL OCCUPANCY DESCRIPTION	1973 UBC OCCUPANCY DESIGNATION	1976 UBC OCCUPANCY DESIGNATION	1997 UBC OCCUPANCY DESIGNATION	2013 IBC OCCUPANCY DESIGNATION
Assembly	A B-1 B-2 B-3 B-4	A-1 A-2 A-2.1 A-3 A-4	A-1 A-2 A-2.1 A-3 A-4	A A-1 A-2 A-3 A-4 A-5
Educational	C-1 C-2 C-3	E-1 E-2 E-3	E-1 E-2 E-3	E
Institutional	D-2 D-3 2-1	I-1 I-2 I-3	I-1 I-1.2 I-2 I-3	I-1 I-2 I-3 I-4
Hazardous	E-1 E-2 E-3 E-4 E-5	H-1 H-2 H-3 H-4 H-5	H-1 H-2 H-3 H-4 H-5 H-6 H-7	H-1 H-2 H-3 H-4 H-5
Business, Including Offices, Factories, Mercantile and Storage	F-1 F-2 F-3 G	B-1 B-2 B-3 B-4	S-3 B, F-1, F-2, M, S-1 S-4, S-5 S-2	B, F-1, F-2, M, S-1 S-2
Residential	H (Hotels/Apt.) I	R-1 R-3	R-1 R-3	R-1 R-2 R-3 R-4
Miscellaneous Structures	J-1 J-2 J-3	M-1 M-2 M-3	U-1 U-2 U-3	U

TYPE OF CONSTRUCTION/CODE CHAPTER DESIGNATION

1973	Chapter	1976	Chapter	1997 Code Section	2013 Current Code Section
I	18	I F.R.	18	I 602	I 602.2
II	19	II F.R.	19	II 603	II 602.2
III I-Hr., N	20	III I-Hr., N	21	III 604	III 602.3
III H.T.	20	IV H.T.	21	IV 605.6	IV (HT) 602.4
IV I-Hr., N	21	II I-Hr., N	20	HT605.6	
V	22	V	22	V606	V602.5

OTHER HISTORIC DATA

SMOKE DETECTORS

- First required in the 1973 UBC
- In 1991 code, required in all bedrooms

CARBON MONOXIDE DETECTORS

- First introduced in the 2010 CRC

GUARD RAILS

- 9" Spacing - 1964 UBC
- 6" Spacing - 1982 UBC
- 4" Spacing - 1991 UBC
 - Kitchen receptacles

POOLS

- First covered in 1962 NEC
- GFCI optional - 1962 to 1975
- 1975 - GFCI required for underwater light fixtures

TAMPER-RESISTANT RECEPTACLES

- Required in dwelling units 2008 NEC

STATE WATER CONSERVATION REGULATIONS

- 1978 ___ residential construction-3-1/2 gal/flush max. for water closets
- 1978 ___ all shower heads and faucets 2.75 gpm max. flow rate, currently 2.5 gpm.
- 1983 ___ all new construction - 3-1/2 gal/ flush max. for water closets
- 1992 ___ 1.6 gal /flush max. for water closets
2013 ___ 1.28 gal/flush max for water closets

WEEP SCREED

- First introduced in the 1970 UBC

AFCI (ARC-FAULT CIRCUIT

INTERRUPTER

- Bedroom receptacles 1999 NEC
- Additional receptacles 2008 NEC

GFCI (GROUND FAULT CIRCUIT INTERRUPTER)

- Outdoor receptacles - 1971 NEC
- Bath receptacles - 1975 NEC
- Garage receptacles - 1978 NEC
- 1987 NEC

STATE DISABLED ACCESS REGULATIONS

- First required in 1973
- Major revisions in 1982
- Regulations for apartments added in 1985
- July 15, 1993 - Revised for multifamily residential to reflect the Federal Fair Housing Amendments Act of 1988.
- April 1, 1994 - Revised for commercial and publicly funded residential to reflect the Federal Americans with Disabilities Act.

STATE ENERGY REGULATIONS

- 1975 ___ insulation required
- 1978 ___ glazing areas limited and requirements for size of heating system
- 1982 ___ major revisions
- 2008 ___ revision, ventilation.
2013 ___ revision, plumbing, windows, solar ready roofs

LOCAL CODE AMENDMENTS

CODE	AMENDMENT	*EMC SECTION	COPY AVAILABLE FROM:
IBC	Sec. 106.2 Permit exemption for 120 sq. ft. storage shed applies only to a single-family dwelling	6-13.3.1	Building
	Sec.106.4.4 Clarification on permit expirations	6-15.4	Building
	Sec. 107.4 Plan check expiration, 360 days plus 1-180-day extension	6-16.4	Building
IBC	Appendix Ch. J Major amendments regarding grading	Article 55 Zoning Code	Engineering
UMC	None		
UPC	Sec. 419 Local water conservation requirements (see "Special Ordinances" section)	6-272	Building
NEC	Article 408.3(E) Revision to phase arrangement due to local conditions	6-160	Building
IFC	Numerous sections regarding sprinkler systems, standpipes, fire protection in urban/wildland interface areas, access gates, access roads, water supply, fire hydrant spacing, flammable decorative material, alarms, spray booths, blasting, storage tanks, etc.	11-16	Fire
UHC	Minor administrative revisions	6-114	Building

* EMC = Escondido Municipal Code

OTHER LOCAL DESIGN DATA

Seismic Design Category (SDC) is "D" This is the Default Value for 2013 CBC for non-engineered structures not required to have a Geotechnical (Soils) Investigation Report.]

Values of Site Coefficient Table 1613.5.3(1) Default Site Class D, Where $S_s=1.00$; $F_a=1.1$

Values of Site Coefficient Table 1613.5.3(2) Default Site Class D, Where $S_1=0.040$; $F_v=1.6$

Nominal Design Wind Speed 85 mph

Exposure B: Shall apply where "Surface Roughness B" prevails in the upwind direction for a distance of at least 2,600ft; Or, 20 times the building height (whichever is greater). "Surface Roughness B"- Urban or surrounding areas, wooded areas or other terrain with numerous closely-spaced obstructions having the size of single-family dwellings or larger.

Exposure C: Shall apply for all cases where Exposures B and D do not apply.

"Surface Roughness C"- Open spaces with scattered obstructions having heights generally less than 30 ft. This category includes flat open country.

Exposure D: Shall apply where "Surface Roughness D" prevails in the upwind direction for a distance of at least 5,000 ft; Or, 20 times the building height (whichever is greater). Exposure D shall extend inland from the shoreline for a distance of 600 ft or 20 times the height of the building, whichever is greater.

"Surface Roughness D" – Flat, unobstructed areas and water surfaces.

Climate Zone ____ 10 and 7

Rainfall ____ 2"/hr.

OTHER CITY DEPARTMENTS/SPECIAL ORDINANCES

BUILDING - (760) 839-4647 (CITY HALL)

- Water Conservation - CPC Sec. 403, as amended.

"(a) The provisions in this section are intended to supplement the plumbing fixture requirements of the California Energy Commission and the State of California Department of Housing and Community Development.

(b) All new and replacement plumbing fixtures installed in any building shall conform to the following flow rates:

- (1) Water closets shall use no more than 1.28 gallons per flush.
- (2) Urinals shall use no more than one half gallon per flush.
- (3) Shower heads shall have a maximum flow rate of 2.0 gallons per minute.
- (4) Lavatory faucets shall have a maximum flow rate of 1.5 gallons per minute.

(c) Shower and lavatory installations within nonresidential occupancies shall be equipped with self-closing valves, except where necessary to protect the public health and safety.

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PLANNING - (760) 839-4671 (CITY HALL)

- Development Process Handbook - Available at Planning counter.

- Zoning Code review, Environmental review, Growth Management, Sub area Facility Plans, Overlay zones, Conditional Use Permits, Plot Plan Review, Planned Developments, Planned Unit Approvals, Development Agreements
- Planning Commission
- Design Review Board

The Design Review Board reviews plans for all commercial, industrial, multifamily residential projects, production homes in single-family subdivisions of five lots or more, and other projects as follows:

 - Projects located in Planned Development Zones, applications for Planned Unit Approval, and all non-single family projects requiring discretionary approval by the Planning Commission and involving new construction;
 - Projects submitted for plot plan review;
 - Proposed signs;
 - Architectural or site modifications to industrial, commercial and multifamily residential developments;
 - City initiated projects which involve public facilities such as libraries, police stations, fire stations, park improvements, pump stations, etc.
- Historic Preservation
 - Historic Preservation Commission
 - Historic Preservation Ordinance/Guidelines
 - Incentive program available for structures in the Old Escondido Neighborhood District, residential and commercial properties listed on the local register and residential properties designated as landmarks.
- Sign Ordinance
- Grading Ordinance
 - Landscaping standards
 - Vegetation and tree removal permits
 - Ridgeline protection

- Outdoor Lighting Ordinance

- To minimize unnecessary glare for the benefit of the citizens of Escondido and astronomical research at Palomar Observatory by:
 - Using outdoor light fixtures with good optical control to distribute the light in the most effective and efficient manner;
 - Using minimum amount of light to meet the lighting criteria;
 - Using shielded outdoor light fixtures;
 - Using low-pressure sodium outdoor light fixtures where required;
 - Energizing, by means of automatic timing devices, outdoor light fixtures (only when necessary), and
 - Requiring that certain outdoor light fixtures be turned off between 11 p.m. and sunrise.

- Noise Abatement and Control

Projects with noise generating activities, processes and equipment may be required to submit data showing compliance with the City's Noise Ordinance.

- Noise Level Standards

Projects adjacent to prime arterials and major roads may be required to submit an Acoustic Analysis showing compliance with the General Plan.

- Escondido Enterprise Zone

The Enterprise Zone was created to facilitate revitalization efforts for the City's central core. Examples of the kinds of projects that would further these efforts are as follows:

- Quality restaurants, pubs, coffee shops, sidewalk cafes, and a full-service hotel to complement Center for the Arts events.
- Unique bookstores, fine stationery stores, ethnic and gourmet grocers to complement existing retail and support daytime consumers.
- High quality, high density housing with both rental and owner occupied units, and professional office space, to infuse the area with new life and activity.

A variety of incentives are offered within the Zone, including, but not limited to:

- Fee reductions or waivers
- Tax sharing incentive agreements
- Creative use of Public Improvement Plans
- Density bonus for residential development that meets affordable needs
- Public Improvement Assistance
- Facade Improvement grants

ENGINEERING - (760) 839-4651 (CITY HALL)

- Grading Plans, Subdivisions, street improvements, traffic, water, sewer, storm drains, Grading Permits, Encroachment Permits, Storm Water Management, BMP's.

- Dedications and Public Improvements for Additions.

Projects involving additions to existing buildings may be required to dedicate right-of-way and provide public improvements if the value of the work exceeds \$24,400.

- Industrial Waste Discharge Permit (Industrial Waste Inspector - 839-6282)

Grease interceptors must be installed for the following projects:

- Restaurants
- Drive-In restaurants
- Donut shops
- Hospitals
- Convalescent hospitals, rest homes, etc.
- Wholesale bakery

Installation requirements for the following projects will be reviewed on a case-by-case basis.

- Fast food
- Fast food service
- Deli
- Grocery store
- Catering

In addition, uses which discharge wastes, as outlined in Chapter 22, Escondido Municipal Code, will be required to install interceptors. (Repair garages, certain industrial uses, etc.)

- Cross-Connection Control Regulation.

All projects must show compliance with Chapter 31, Article IV of the Escondido Municipal Code.

- Provides inspections on all grading operations and public improvements.

FIRE DEPARTMENT - (760) 839-5400 - 201 NORTH BROADWAY

- Enforces the California Fire Code with amendments and numerous state mandated regulations.
- Determines fire sprinkler requirements for projects based on Fire Code amendments, in addition to the Building Code sprinkler requirements.
- Plan checks fire sprinkler plans, and fire alarm plans.
- Determines fire hydrant requirements.
- Requires fire sprinklers for all new residential projects.
- Inspects new buildings under construction.
- Performs annual inspections of regulated buildings.
- Requires annual permits for various uses as listed below.

Auto Wrecking Yard	Fumigation/Fogging
Bonfire/Burns	Repair Garages
Bowling Pin/Alley Refinish	Hazardous Materials
Open Flame/Assembly	High-Piled Comb. Storage
Comb. Fiber/Material Storage	Highly Toxic Pesticides
Compressed Gases, Flams.	LPG Plants
Cryogenes	LPG Dispensing
Dry Cleaning Plants	Lumber Yards
Dust Prod. Ops.	Magnesium Working
Blast Agent/Permits	Malls, Covered
Fire Alarms	Organic Coatings
Fireworks Displays	Ovens - Ind. Baking/Drying
Flam. or Comb. I, II, III	Places of Assembly
Flam. Liquids - Major Ops.	Radioactive Materials
Hood Systems	Refrigeration Equipment
Install Underground Tank	Spraying/Dipping
Install Above-Ground Tank	Tent/Air Support Structure
Repair/Remove Undgr. Tank	Tire Recapping
Fruit Ripening	Welding/Cutting Ops.

BUSINESS LICENSE (760) 839-4659 (CITY HALL)

- Issues Business Licenses for all businesses operating in the City.

POLICE DEPARTMENT, COPPS UNIT- BUSINESS LAISON - (760) 839-4948- 1163 N. CENTRE CITY PKWY

COMMUNITY SERVICES - (760) 839-4693 (CITY HALL)

- Public Art

All development projects are subject to the payment of Public Art fees at Building Permit issuance. In lieu of paying fees, developers are encouraged to place public art on their property, following the Public Art Commission guidelines.

For further information, please contact the Public Art Consultant in the Community Services Department.

FINANCE DEPARTMENT - (760) 839-4682 (CITY HALL)

- Water Billing
- Construction water meters
- Water meters

FEES

- For a complete breakdown on fees for building plan check and Building Permits, an information packet is available at the Building Division counter.
- Additional Fees:
Your project may be subject to additional fees as noted below.
 - Planning (760) 839-4671: Processing fees, Plot Plans, CUP's, Development Agreements, Subarea Facility Plans, etc.
 - Engineering (760) 839-4651: Processing fees, Improvement Plans, Subdivision Maps, Grading Plans, Encroachment Permits, Grading Permits, Stormwater and BMP, etc.
 - Finance (760) 839-4682: Water meters, San Diego County Water Authority Capacity Charge (fee on new meters)
 - Escondido Union School District, Facilities Dept. (760) 432-2382: School Fees

RELATED AGENCIES

OTHER WATER/SEWER DISTRICTS

Projects not served by City sewer and/or water facilities must obtain approvals from the applicable serving agency listed below.

In addition, prior to Building Permit issuance, the applicable outside agency will issue "will-serve letters" to the Building Division for your project.

- Rincon Del Diablo Municipal Water District (760) 745-5522
- Vallecitos Water District (760) 744-0460
- Vista Irrigation District (760) 597-3100
- Valley Center Municipal Water District (760) 749-1600
- Olivenhain Municipal Water District (760) 753-6466

To determine if your project is served by City sewer and water, please contact the Engineering Department at (760) 839-4651.

GAS/ELECTRIC/TELEPHON/CABLEE

- San Diego Gas and Electric Co. (SDG&E) - (800) 411-7343
- SBC: Residential - 800-310-2355
Commercial - 800-750-2355
- Cox Communications: - 760-599-6060

SCHOOL DISTRICTS

Prior to Building Permit issuance, school fees must be paid to the applicable school district.

- Escondido Union School District - (760) 432-2382
- San Marcos Unified School District - (760) 744-4776

COUNTY OF SAN DIEGO, DEPARTMENT OF HEALTH SERVICES

Projects listed below are required by State law to obtain County Health Department approval prior to Building Permit issuance. Separate inspections and permits are also required.

FOOD SERVICE AND MISCELLANEOUS FACILITIES (760) 471-0730

Bakery (including processing)	Massage Parlor
Beverage Bottling Plant	Meat Market
Confectionery	Nursery School
Concession Stand (permanent and temporary)	Park, Camp and Picnic Ground
Drug Stores (selling food)	Processing Plant (retail and wholesale food)
Food Vending Machine Headquarters	Produce Market (retail and wholesale)
Food Vending Vehicle Headquarters	Public or Semi-Public Swimming Pool
Foster Home	Reduction Plant
Frozen Locker Plant	Restaurant (aged and foster, hospital, convalescent, public, school)
Grocery (dairy, retail, wholesale)	School
Health Food Stores	Smorgasbord
Home for Aged	Snack Bar
Ice Plant (including storage)	Tattoo Parlor
Jail	Tavern
Labor Camp	Water Bottling Plant
Liquor Store	Water Supply (public, private)
Little League Baseball	

X-RAY INSTALLATIONS (619) 338-2969

Cardiology	Medical Centers
Chiropractic	Orthopedic
Dental	Otorhinolaryngology (ear, nose, throat)
Dermatology	Pediatrics
Emergency Care Facilities	Radiology
Gastroenterology	Urology
Hospitals	Veterinary

HAZARDOUS MATERIALS/WASTE (619) 338-2222

AUTOMOTIVE

Battery Manufacturing/Recycling
Boat Yard
Car Wash
Dealership Maintenance and Paint
Machine Shop
Painting
Radiator Shop
Rental Yard Equipment
Repair, Preventive Maintenance
Repair, Major Overhaul
Transportation Services
Wrecking and Recycling

METAL WORKING

Anodizing
Chemical Milling/Etching
Finish-Coating, Painting
Flame Spraying
Foundry
Machine Shop/Drilling, Lathes, Mills
Metal Plating
Metal Prepping/Chemical Coating
Precious Metal Recovery
Sand Blasting, Grinding
Steel Fabricator
Wrought Iron Manufacturing

CHEMICAL HANDLING

Agricultural Suppliers/Distributors
Chemical Suppliers/Distributors
Chemical Manufacturer
Coatings/Adhesives
Compressed Gas Supplier/Distributor
Dry Cleaning
Fiberglass/Resin Applications
Gas Station
Industrial Laundry
Laboratories
Laboratory Suppliers/Distributors
Oil and Fuel Bulk Supply
Pesticide Operator/Distributor
Photographic Processing
Pool Supplies/Maintenance
Printing/Blue Printing
Road Coatings
Swimming Pool (Gas Chlorination
Systems Only)
Toxic Gas Handler
Toxic Gas Mfg.

ELECTRONICS

Electronics Components Mfg.
Electronics Assembly and Sub-
Assembly
Printed Circuit Board Mfg.

OTHERS AND MISCELLANEOUS

Asphalt Plant
Chiropractic Offices
Co-Generation Plant
Dental Clinic/Offices
Dialysis Centers
Frozen Food Processing Facilities
Government Agencies
Hazardous Waste Haulers
Hospitals/Convalescent Homes
Laboratories, Biological Laboratories
Medical Clinics/Offices
Public Utilities
Rock Quarry
Veterinary Clinic/Hospitals
Wood/Furniture Manufacturer/
Refinishing

AEROSPACE

Aerospace Industry
Aircraft Manufacturing
Aircraft Maintenance

NOTE: Any business not included on this list which handles, uses, or disposes of hazardous substances, may still require Hazardous Materials Management Division (HMMD) review of business plans.

In addition, all projects with private sewage disposal systems and underground storage of hazardous substances are subject to Health Department permits and fees.

AIR POLLUTION CONTROL DISTRICT (858) 650-4700

Projects listed below may require approvals and permits from the Air Pollution Control District prior to Building Permit issuance.

CHEMICAL

- 47- Organic Gas Sterilizers
- 32- Acid Chemical Milling
- 33- Can & Coil Manufacturing
- 44- Evaporators, Dryers & Stills Processing Organic Materials
- 24- Dry Chemical Mixing & Detergent Spray Towers
- 35- Bulk Dry Chemical Storage

COATINGS & SURFACE PREPARATION

- 01- Abrasive Blasting Equipment
- 27- Coating & Painting
- 37- Plasma Arc & Ceramic Deposition Spray Booths
- 38- Paint, Stain & Ink Mfg.

METALS

- 18- Metal Melting Devices
- 19- Oil Quenching & Salt Baths
- 32- Hot Dip Galvanizing
- 39- Precious Metals Refining

ORGANIC COMPOUND MARKETING (GASOLINE, ETC.)

- 25- Gasoline & Alcohol Bulk Plans & Terminals
- 25- Intermediate Refuelers
- 26- Gasoline & Alcohol Fuel Dispensing

COMBUSTION

- 34- Piston Internal-Combustion Engines
- 13- Boilers & Heaters (1 Million Btu/Hr. or larger)
- 13- Gas Turbines, and Turbine Test Cells & Stands
- 14- Incinerators & Crematories
- 15- Burn-Out Ovens
- 16- Core Ovens

ELECTRONICS

- 29- Solder Levelers
- 29- Hydrosqueegees
- 42- Electronic Component Manufacturing

FOOD

- 12- Fish Canneries
- 12- Smoke Houses
- 50- Coffee Roasters
- 35- Bulk Flour & Powered Sugar Storage

ROCK AND MINERAL

- 04- Hot Asphalt Batch Plants
- 05- Rock Drills
- 07- Sand Rock & Aggregate Plants
- 08- Concrete Batch, CTB, Concrete Mixers, Mixers & Silos
- 10- Brick Manufacturing

SOLVENT USE

- 28- Vapor & Cold Degreasing
- 30- Solvent & Extract Driers
- 31- Dry Cleaning

OTHER

- 03- Asphalt Roofing Kettles and Tankers
- 46- Reverse Osmosis Membrane Mfg.
- 51- Aqueous Waste Neutralization
- 11- Tire Buffers
- 17- Brake Debonders
- 23- Bulk Grain & Dry Chemical Transfer & Storage
- 45- Rubber Mixers
- 48- Landfill Gas Flare or Recovery Systems
- 21- Waste Disposal & Reclamation Units
- 36- Grinding Booths & Rooms
- 40- Asphalt Pavement Heaters
- 43- Ceramic Slip Casting
- 41- Perlite Processing
- 40- Cooling Towers-Registration Only

NOTE: Other equipment not listed here that is capable of emitting air contaminants may require an Air Pollution Control District Permit.

COUNTY RECORDER (619) 237-0502

COUNTY ASSESSOR (760) 940-6868

ALCOHOLIC BEVERAGE CONTROL (760) 471-9702

CHAMBER OF COMMERCE (760) 745-2125

DOWNTOWN BUSINESS ASSOCIATION (760) 745-8877

STATE REGULATIONS

Numerous regulations which are mandated by the State may impact your project. This guideline highlights two areas that will have significant impacts in the preparation of your building plans.

DISABLED ACCESS REGULATIONS

RESIDENTIAL

New State regulations for disabled access to privately funded multifamily residential buildings became effective July 15, 1993. Revised 1-1-2008 (2013 California Building Code Chapter 11A).

The regulations apply to apartment buildings of three or more units, condominium buildings of four or more units including multi-level dwelling units, dormitories, and homeless shelters.

Applicants are strongly encouraged to review the regulations and to incorporate required accessibility features into their preliminary designs. Failure to do so may result in costly and time-consuming delays in project time frames due to possible revisions to approved plot plans and grading plans and to Design Review Board approvals.

An excellent user guide to combined regulations of the Federal Fair Housing Act and the State Disabled Access Regulations is available from California Building Officials (CALBO).

California Building Officials
2215 21st Street
Sacramento, CA 95818
(916) 457-1103

Ask for: "A Guide to California Multifamily Disabled Access Regulations"

Cost: ~\$19.95 (includes tax and shipping) *Please verify current price.*

For further information or clarifications on the regulations, contact:

CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
P.O. Box 1407
Sacramento, CA 95812-1407
(916) 445-9471

COMMERCIAL, INDUSTRIAL, AND PUBLICLY FUNDED RESIDENTIAL

Current Disabled Access regulations are found in Title 24, CCR.

Revised regulations which incorporated the federal ADA requirements were effective April 1, 1994.

For more information on the regulations, contact:

OFFICE OF THE STATE ARCHITECT
DISABLED ACCESS COMPLIANCE UNIT
400 "P" Street, Fifth Floor
Sacramento, CA 95814
(916) 323-2292

ENERGY REGULATIONS

All projects must show compliance with the State Energy Efficiency Standards. For copies of the Standards, and both the Residential and Nonresidential Manuals, contact:

California Energy Commission
Publications, MS-13
1516 Ninth Street
Sacramento, CA 95814-5512
(916) 654-5200

PROCEDURES

PRELIMINARY PLAN REVIEW CONFERENCE

- Available upon request for specific design/code issues.

PLAN CHECK SUBMITTAL

- Plan check fees are payable at submittal.
- For minimum acceptable submittal requirements see Information Guideline No. 7.
- Tracts, multifamily projects and commercial/industrial projects may be routed for checking by a contract plan check service.

ESGIL CORP.
9320 Chesapeake Drive, Suite 208
San Diego, CA 92123
(858) 560-1468

- Normally, all minor projects (accessory structures, additions, tenant improvements, SFD's) will be checked by our in-house Plans Examiner.
- Time for initial plan check varies, depending on workload and project complexity. The initial check will be performed in a maximum of 15 working days.
- A Development Technician assigned to your project at submittal will notify you of any required plan check corrections.

PERMIT APPROVALS

- The Building Division coordinates and receives other City department approvals for permit issuance. Each department notifies the applicant of final approval requirements during this process.
- It is the applicant's responsibility to obtain other agency approvals as required (Health Department, APCD, etc.).

PERMIT ISSUANCE

- Once all approvals have been obtained, permits are ready to issue.
- Permit fees, sewer and water connection fees, development fees, etc., are collected at this time. School fees are also paid to the School District at this time.
- We utilize a combination-type permit. A General Contractor or Owner-Builder obtains one permit that includes Building, Plumbing, Electrical and Mechanical.
- At permit issuance, we issue one set of stamped, approved plans to be maintained on the job site. Projects involving County Health Department must have the Approved Health Department set of plans attached to the City Approved Set of plans.
- Per State law, at permit issuance, one set of plans is forwarded to the Assessor's Office.

INSPECTIONS

- For inspection procedures, a guide is available at our counter.

ROLES AND RESPONSIBILITIES

OWNER

The Owner is responsible for the selection of the primary design professional as well as any other directly hired consultants. The Owner should assure that the project proceeds with the design professional preparing work complying with the applicable building codes and regulations.

The Owner is responsible to confirm that all application and permit fees are paid. The Owner must be aware that project problems concerning cost and schedule cannot be reasons for requesting or allowing noncompliant design or construction. The Owner is responsible for the selection of the contractor(s) who must construct the project according to the design and the applicable codes. The Owner continues to be responsible for compliance with the building code in the operation, use and maintenance of the building once completed.

OWNER/BUILDER

The Owner/Builder is one who not only owns the project or proposed building, but also intends to be responsible for all or most of the construction.

State law places certain limitations on Owner/Builder permits and requires that specific declarations be checked on the permit application.

If you are in doubt as to whether or not to proceed as an Owner/Builder, consult your attorney. For additional information, ask for our **GUIDELINE #20** and see the additional reference under **CONTRACTOR** below.

DESIGN PROFESSIONAL

The term "Design Professional" covers licensed individuals who are responsible for the design of all or parts of most typical construction projects. They may include any or all of the following: architect, civil engineer, structural engineer, mechanical engineer, electrical engineer, or others. Depending on the nature of the project, one of the above Design Professionals is most likely to be responsible for the preparation and coordination of construction documents/plans (drawings) and/or specifications. The Design Professional or the owner/client is responsible for submitting the required construction documents for review by the Building Division and other review agencies. The Design Professional is the responsible party for making changes or revisions to construction documents before and after plan review.

ADDITIONAL REFERENCE:

"Consumer's Guide to Hiring an Architect," California Board of Architectural Examiners (available at Building Division counter).

CONTRACTOR

Building construction valued at more than \$300 (Contractors State License Board, 1989) requires a licensed Contractor qualified to do the work. Certain construction contracts require the Contractor to apply and pay for the required building permit(s) on a construction project requiring a permit. The Contractor is normally responsible for coordinating and arranging for required building inspections.

The Contractor is responsible for complying with code requirements related to the means, methods, and materials of constructing the building within the parameters of the design project as shown or noted with the approved construction documents.

ADDITIONAL REFERENCE:

"What You Should Know Before You Hire a Contractor," California Contractors State License Board (available at Building Division counter).

BUILDING OFFICIAL/BUILDING INSPECTOR

The Building Official represents a governmental jurisdiction by being responsible for enforcing provisions of the adopted building code(s).

The Building Official is responsible for processing applications for building permits, reviewing submitted construction documents for compliance with the building code(s), issuing building permits, and conducting periodic and final inspections of the construction project. It should be understood that the Building Official is not responsible for the design or the construction of a code compliant building.

The Building Official approves construction documents that have been found compliant with the building code(s) and notifies the applicant. Plans or specifications that have been reviewed and are found noncompliant are returned to the applicant or design professional with notice for correction. The Building Official can only provide a limited review of the construction documents. The review cannot be considered as all inclusive. The preparer of the plans is still responsible for a code compliant design.

The Building Inspector conducts periodic inspections of the building during construction. The inspector's task is to check and compare the new project construction with the approved plans. Certain items that were not checked during plan review or are code requirements for construction may be discovered by the Building Inspector. These noncompliant items may need to be corrected, explained to the satisfaction of the Building Inspector or otherwise resolved with the Building Official or appeals board.

Construction related to the items or area of work requiring correction cannot proceed until the compliance question is corrected or resolved. Not all possible code deficiencies can be expected to be discovered by the Building Inspector. Noncompliant design or construction is still subject to correction at any time, even after the building is completed and has received final inspection.

BOARD OF APPEALS

When a jurisdiction adopts the Building Codes, it also creates a Board of Appeals. The Board conducts hearings upon requests submitted by owners, design professionals, or contractors, where a disagreement exists with a decision made by the Building Official. The Appeals Board, with technical assistance, may also rule on a new method or material requiring approval and recognition as acceptable within the jurisdiction. The Board cannot waive code requirements or waive administration and enforcement procedures contained in the code.

RESEARCH/RECORDS

PLAN CHECK SUBMITTALS

- All submittals are identified by both a Plan Check number and by street address.
- All Plan Check submittals are public record and may be viewed upon request.

PERMITS

- Once permits are issued, inspected, and signed off, they are microfilmed, imaged, and filed by street address.
- Microfilm permit records, dating back to the 1940s, are available for viewing and copying (nominal fee) at our counter.

PLANS

- Once a project is signed off, the plans are kept for a minimum of 90 days.
- State law requires certain types of projects to be kept on permanent file. In general, these are commercial/industrial types and larger scale multifamily.
- In recent years, we have started maintaining permanent plan files on housing tracts as a convenience to homeowners.
- Microfilm plan records are available for viewing upon request at our counter.
- Per State law, copies of plans may be obtained only with the written permission of the owner and the original architect/engineer of record. Contact Building staff for the appropriate forms to complete. A nominal copying fee will be charged.

GUIDELINE LIST

The guidelines listed below are available at the Building Division counter.

SUBJECT	GUIDELINE NO.
General Building Permit Requirements for Residential Alterations and Additions (Available in English and Spanish)	1
Building Permit Requirements for Retaining Walls	2
Building Permit Requirements for Fences (Wood and Masonry)	3
Tenant Improvements.....(not complete)..	4
Minimum Construction Specifications	5
Information for the Duplication of Official Copies of Plans and Permits	6
MAPS (<u>M</u> inimum <u>A</u> ceptable <u>P</u> lan <u>S</u> ubmittals)	7
Lattice Patio Cover	8a
Solid Roof Patio Cover.....	8b
Carport	8c
Decks	9
Residential Addition Classification: Patio Enclosure, Solarium, or Room Addition	10
Residential Room Additions and Remodels-Sample Plans	11
Building Permit Requirements for Patio Enclosures	12
Building Permit Requirements for Solariums	13
Demolition Permits	14
Information Directory	15
Plot Plan	16
Span Tables	17
Permit Exemptions	18
Stairs, Handrails, Guardrails	19
Building Permits (Signatures, Verifications, Authorizations and Affidavits)	20
State of California, Title 24, Energy Regulations for Residential Additions/Alterations	21
Above-ground Storage Tanks	22
Seismic Strapping Requirements for Water Heaters	23
Solar Photovoltaic Systems	24
Gravity and Geogrid-Reinforced Retaining Walls	25
Festoon Lighting	26
Office of Statewide Health and Planning Department Requirements (OSHDP 3).....	27