

**TO:** JAMES L. APP, CITY MANAGER  
**FROM:** WARREN FRACE, COMMUNITY DEVELOPMENT DIRECTOR  
**SUBJECT:** PLAN CHECK AUDIT PROCESS UPDATE – COUNCIL AD HOC COMMITTEE  
**DATE:** May 5, 2015

**Needs:** For the City Council to review the Building Division’s Plan Check Improvement Program and provide direction on how to proceed with the Building Appeals Board.

**Facts:**

1. As a result of the Great Recession, residential development in Paso Robles dropped significantly. In response, the City’s Building Division staffing was reduced approximately 40%.
2. As the economy recovered, construction permitting activity began increasing.
3. In 2014, permit activity began to exceed staff resources, resulting in increased plan check timeframes, lower levels of customer service and increasing complaints regarding the permitting process.
4. On June 17, 2014, the Building Division presented a “Construction Plan Review Options” report to the City Council.
5. The City Council authorized the City Manager to make the following changes to Building Division staffing:
  - a. Reclassify the existing Deputy Building Official to Chief Building Official.
  - b. Replace reclassified Deputy Building Official with new hire.
  - c. Reclassify current Administrative Assistant II individual to Administrative Assistant III position to provide ongoing plan review technical support.
  - d. Hire new Administrative Assistant II for front counter/customer service.
6. The City Council also appointed a City Council Ad Hoc Committee consisting of Councilmembers Hamon and Martin to discuss improvements to the permitting process.
7. A “Permit Audit Workshop” was held December 3, 2014 to discuss permitting issues and concerns with the development community.
8. The Building Division was transferred from the Public Works Department to the Community Development Department in 2015.
9. Based on the comments received at the Permit Audit Workshop, the Building Official developed a Plan Check Review Improvement Program (refer to Attachment 1).
10. The Ad Hoc Committee and individual City Councilmembers were briefed regarding the

improvement program. At the 3/17/15 City Council meeting Council requested a second workshop be held for the development community.

11. On April 22, 2015, the Building Division hosted a second Permit Audit Workshop (refer to Attachment 2) to review and discuss the proposed Plan Check Review Improvement Program.

## **Analysis and**

### **Conclusion:**

The Plan Check Review Improvement Program consists of the following components:

1. Simplify and speed up the plan check process.
  - Require plan check consultants to reduce correction lists.
  - Screen plan check consultant corrections.
  - Review and screen plan check resubmittals.
2. Begin an in-house express plan check program.
  - Single-family residential remodels.
  - Single-family residential additions.
  - Single-family residential accessory structures.
  - Single-family residential demolitions, re-roofs, mechanical, electrical and plumbing.
  - Single-family residential photovoltaic systems.
3. Update the Building Permit software system.

A second workshop was attended by approximately 20 members of the public along with Councilmembers and staff. Staff presented the Improvement Program components and the City's code requirements for an Appeals Board. A roundtable discussion was facilitated for each of the items.

In general the roundtable discussion raised the following issues:

- Basis of requirement for City plan check and inspections.
- Questions about single-family residential fire sprinkler requirement.
- Definition of substantial compliance and City's discretion to rely on the work of engineers and architects.
- The financial impact of lengthy / complex plan check process.
- Single-family residential plan check has gotten too complicated.
- General concern about increasing Government regulation and paperwork at all levels.
- City should provide a single-family residential template sheet for notes and details.
- City should have a suggestion box and provide a comment form with each permit.
- City should provide contact information and responsibilities for all building and planning staff.
- All plans should be rechecked in-house.
- Small / simple plans should be fast and easy.
- Other jurisdictions have a faster process and over the counter permitting.
- The City should have a counter for "rolling out" plans.

- There needs to be more respect for private property and individual rights.
- There needs to be an Appeals Board.
- Questions regarding who appoints Appeals Board.
- Contract plan checker too picky and trying to create re-checks.
- Palo Alto was identified as a good model for an efficient permitting process.
- A development liaison group would be more productive than an appeals board.
- Non-adversarial approach is best. Focus on small, do-able steps.
- Would like to evaluate staff performance.
- Need to simplify process, eliminate steps, and cut paperwork.
- What requires a grading permit?
- General support for express plan check program, would like to see it expanded overtime.
- Express plan check should include single-family residential additions up to 499 square feet to match school district fee threshold. Commercial tenant improvements should be included.
- Water heater permits should be fast and cheap to improve public safety.
- Need to use technology for on-line submittals, credit card payments, improved communication.

The Improvement Program has been modified incorporate some of the workshop suggestions, such as including single-family residential additions up to 499 square feet under the express plan check program. Staff is recommending moving forward with the Improvement Program and assessing results in 6-months.

The issue of an Appeals Board was a significant point of discussion. Two different approaches to the “appeals” issue were discussed in the workshop:

1. Impanel the Appeals Board as specified in the Paso Robles Municipal Code.
2. Create a “Liaison Group” of development stakeholder and Building Division staff to work collaboratively on improving the plan check, permitting and inspection processes.

The California Building Code and Paso Robles Municipal Code both require the City to have a Building Appeals Board, Disabled Access Board and Housing Board. The local code creates a seven member panel that serves as all three boards: the Building Appeals Board, Disabled Access Board of Appeals and Housing Advisory Board (refer to Attachment 3). Historically, the City has not had to impanel these boards due to a lack of appeals. However, if an appeal was filed, the City would be required to hear the appeal in a timely manner. Due to the complexities of interviewing, empaneling and staffing a City board, staff is recommending this issue be researched further and brought back for future City Council direction.

A collaborative Liaison Group comprised of the construction industry and Building Department staff could be beneficial. The working group could address many of the issues that were raised in the workshop, such as the need for a standard single-family residential plans template.

**Policy**

**Reference:** 2013 California Building Code, Chapter 17 Paso Robles Municipal Code - Local Building Code.

**Fiscal**

**Impact:** None.

**Options:** After consideration of any public testimony the City Council consider the following options:

- a) Endorse the proposed Plan Check Review Improvement Program (Attachment 1), endorse the formation of a Building Liaison working group, and direct staff to research empaneling an Appeals Board.
- b) Receive and file with no formal action.
- c) Amend, modify or reject the foregoing options.

**Attachments**

1. Plan Check Review Improvement Program
2. Permit Plan Check Audit Workshop #2 Agenda
3. Paso Robles Municipal Code Appeals Board code sections



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*"The Pass of the Oaks"*

Attachment 1

~~March 12~~ April 24, 2015

TO: Plan Check Audit Council Ad Hoc Committee

FROM: Building Division, Community Development Department

SUBJECT: ~~Draft~~ Plan Check Audit Process Update

~~Contract Plan~~ Check Review ~~Reform~~ Improvement Program

**Part 1- Focused Plan Check Direction to Contract Plans Examiners**

Implementation Date: April 2015

Staff has conducted a survey and analysis of plan-check comments that have been made by the contract plans examiners on recent applications. A list of un-necessary plan check corrections have been identified, that are generally not necessary in order to determine substantial conformance with the applicable Codes and Ordinances (see attachment 1). Requirements that are legitimate, but are generally well-known will be classified as inspection items. The contract plans examiners have been directed to stop identifying items that are not necessary in order to determine substantial conformance or may otherwise be handled by inspectors in the field (attachment 1).

**Anticipated Impacts:**

- Speed up plan check process.
- Reduce the number of correction items identified in plan check.
- Decrease the cost of contract plan check to the applicant.
- Reduce the number of plan check cycles.
- Improve relationship between Building Division and the Development Community.

**Part 2- Screening of Contract Plan Check Corrections, prior to applicant release.**

Implementation Date: April 2015

Plan Check Correction Memorandums from the Contract Plans Examiners will be reviewed by Building Staff, prior to forwarding to the applicant. Where conflicts or un-necessary plan check corrections are identified, the memorandum will be modified by Staff to speed up the process.

**Anticipated Impacts:**

- Speed up plan check process.
- Reduce the number of correction items identified in plan check.
- Decrease the cost of contract plan check to the applicant.
- Reduce the number of plan check cycles.

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- Improve relationship between Building Division and the Development Community.

### Part 3- Screening of applicant corrections prior to routing to the Contract Plans Examiner

Implementation Date: April 2015

Staff will screen re-submitted corrections for completeness and to insure that all items have been addressed by the applicant, prior to routing to the Contract Plans Examiner for re-check. If application is not complete, or if the correction items have not been fully addressed, the plans will be returned to the applicant to complete the corrections.

#### Anticipated Impacts:

- Speed up plan check process.
- Improve submittal quality and completeness of applications.
- Decrease the cost of contract plan check to the applicant.
- Reduce the number of plan check cycles.
- Improve relationship between Building Division and the Development Community.

### Express Check Program

Implementation Date: June 2015

**Description:** From 8:30-11 on Thursday mornings, Staff will be available at the permit counter to meet with applicants, and pre-screen applications that meet the Express Check criteria. Applications that are determined to be complete may be submitted as Express Check applications. Express Check applications will be reviewed in-house, with ~~a service goal of 7 days or less turn-around time.~~ [the following service goals for turn-around time.](#)

#### [Express Check Projects: 7 Days or Less](#)

- Single-Family Residential (SFR) Remodels and Alterations
- SFR Additions up to ~~400~~ [499](#) sf.
- ~~\_\_\_~~ SFR detached Accessory Buildings

#### [SFR Photovoltaic- 3 Days or Less](#)

#### [SFR Demolition, Re-roof, Mechanical, Electrical, and Plumbing- 2 Days or Less](#)

- ~~SFR Demolition, Re-roof, Mechanical, Electrical, and Plumbing~~
- ~~SFR Photovoltaic~~

#### Anticipated Impacts:

- Reduce quantity of plans sent to contract Plan Checkers.
- Elevate submittal quality and completeness of applications.
- Simplify permit process for small projects.
- Reduce turn-around time for small projects.
- Increase consistency of plan check comments.
- Bolster General Fund revenues by keeping plan check services in house.
- Improve relationship between Building Division and the Development Community.

## Updated Automated Permit Tracking System

**Implementation Date:** 2016

**Description:** The City's antiquated permitting software was purchased in 1989 and is 25 years old. While still in service, the software is obsolete and is no longer supported by the manufacturer. Consequently, the existing system has not had maintenance support from the vendor since 2005. The current system lacks many expected customer friendly and efficiency oriented features including web interfaces, mobile support and financial tracking capabilities. ...

Desired upgrade of the existing permitting system:

- Facilitate implementation of Council-directed real-time billing for plan review and inspection services and support Council policies relating to fiscal neutrality.
- Provide the ability to collect data and transfer billing information directly to the existing City Munis System, used by the Finance Department.
- Allow for permit review and inspection status to be accessed by the public and development community via an online portal.
- Allow for additional modules, in the future, to manage planning applications, land use, paperless plan check, sign permits, and Code Enforcement cases.
- Interface with City GIS to accurately identify and reference project locations.
- Support field / mobile devices.

**Anticipated Impacts:**

- Speed up process and reduce costs.
- Improve efficiency of Building Division activities.
- Increase access to plan check and inspection status for the Public/ Development Community.
- Improve relationship between Building Division and the Development Community.

**Attachment 1: Examples of un-necessary plan check corrections / not to be included on plan check list- The Building Division will monitor and augment this list on an ongoing basis.**

1. Provide verification from the City of Paso Robles Building Division for any required special inspection for suspended ceiling system. Please note that special inspection may be required by the Evaluation Report. CBC 107.2 (Not Required)
2. Provide flashing detail around all window and door openings on the plans. CRC 703.8 (Not Required SFR)
3. Please provide complete plumbing plans, water supply, gas supply, and DWV. (Not Required SFR)
4. Please provide complete panel calculations, panel information, equipment served, wire type/ sizing, conduit type/ sizing, breaker sizing and run lengths. (Not Required for SFR)
5. Please provide complete mechanical plans, details, including all equipment, supply & return air registers with cfm, ducts with size and cfm. Please note new & existing duct work. (Not Required for SFR)
6. Please provide complete electrical panel calculations, conduit type/ sizing, breaker sizing and run lengths. (Not Required SFR)
7. Please verify with the local jurisdiction whether Tier 1 or 2 requirements are required for all 2013 CalGreen measures for residential dwellings. (Not Required)
8. Show the location of shower doors with the minimum width of 22". (Inspection Item)
9. Show a convenience outlet with a light switch immediately inside the attic access opening for mechanical equipment in the attic. All equipment must be within 20' of the access. Provide a plywood path to access equipment. (Inspection Item)
10. For whirlpool tubs, provide 12" x 12" access panel and connect equipment to a gfi protected circuit. (Inspection Item)
11. Provide a ground rod if needed and bond all above-ground gas and water piping. (Inspection Item)
12. Shower wall above bathtubs with shower heads shall be finished with a nonabsorbent surface to a height not less than 6 feet above the floor. Note on plans. CRC 307.2 (Inspection Item)
13. Egress doors shall be openable from inside the dwelling without the use of a key or special knowledge or effort. Please note on plans. CRC 311.2 (Inspection Item)
14. Handrail ends shall be return or shall terminate in newel posts or safety terminals. Please note on plans. CRC 311.7.8.2. (Inspection Item)
15. Please note on plans; Attic vents are required to be protected with corrosion resistant wire cloth screening, hardware cloth, perforated vinyl or similar material. The openings shall be a minimum 1/16" and shall not exceed ¼". CRC 806.1. (Inspection Item)
16. Minimum 1" clearance shall be provided between the attic insulation and the roof sheathing where eave or cornice vents are installed. Note on plans. CRC 806.3 (Inspection Item)
17. The following note shall appear in the drawings: "The effective flush volume of toilets shall not exceed 1.28 gallons per flush. The flow rate of kitchen faucets shall not exceed 1.8 gallons per minute at 60 psi. The flow rate of lavatory faucets shall not exceed 1.5 gallons per minute at 60 psi. CPC 403 (Inspection Item)



## *Agenda*

### Building Department Ad-Hoc - Permit Plan Check Audit

6pm – 8pm

April 22, 2015  
City Council Chambers

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- Welcome by Community Development Director Warren Frace
- Overview of Contract Plan Review Reform Program by Clyde Ganes
  1. Improvements to Contract Plans Examiners Process
    - Review to program items 1, 2 and 3.
    - Open Discussion
  2. Appeals Board Discussion
    - Overview of Local and California Building Code requirements
    - Open Discussion
  3. Express Check Program
    - Outline of New Program
    - Open Discussion
  4. Updated Automated Permit Tracking System
    - Overview of process and system objectives
    - Open Discussion
- Closing remarks given by Warren Frace

## Attachment 3

17.04.020 - Changes or additions to the California Building Code.

A. Section 105, Permits, is amended and subsections added as follows:

**105.1.3 Start of Construction:**

For the purpose of enforcement of this code, it shall be interpreted that any movement of soil or preparation for installation of foundation or utilities, other than that allowed under the jurisdiction of an approved grading permit shall signify the start of construction. Prior to start of construction, a valid building permit shall be secured.

**105.1.4 Permit Issuance:**

Should a permit be secured by check, later to be returned for insufficient funds or closed account, that this shall show just cause for revocation of any permits and posting of a Stop Work Order. In conjunction with posting of a Stop Work Order, the site shall be noticed for abatement.

**105.1.5 Street Dedication as a Condition of Issuance of a Building Permit:**

No Building Permit shall be issued for the construction, reconstruction or relocation of any building or structure abutting upon a street having a lesser width than that established by resolution of the City Council unless the following requirements are complied with:

**105.1.6 Dedication of Street Right-of-Way:**

The owner of the lot shall make a perpetual and irrevocable offer of dedication to the City for public street purposes, and all uses appurtenant thereto, of a depth determined by the City Engineer based upon the Circulation Element of the General Plan and Official Plan Lines adopted by the City Council. It shall be the responsibility of the City Engineer to confirm that the required dedication(s) has/have been provided.

**105.1.7 Setbacks:**

The required setback shall be maintained for all buildings, structures and improvements, including off-street parking, as measured from the right-of-way width. It shall be the responsibility of the Building Official to confirm that the required setbacks have been provided, based on property monuments established by a licensed surveyor.

B. Section 110, Inspections, is amended and subsections added as follows:

An inspection may be refused if:

**110.1.1** The project address is not conspicuously posted on site.

**110.1.2** A trash container or enclosure capable of retaining debris associated with construction process is not available on site, or an existing container is not regularly emptied or maintained.

**110.1.3** Portable sanitary facilities are not located within reasonable walking distance of the site (75 yards). There shall be not less than one approved type of water closet for each twenty (20) employees or a fractional part thereof, at start of construction.

**111.3 Temporary Occupancy:**

The exception will be those buildings given prior administrative approval to be erected and used as models of typical construction in conformity with 110.1 above. Upon administrative approval utilities could be established. The required Certificate of Occupancy will be deferred until such time as a request for permanent occupancy is made.

C. Section 113, Board of Appeals, is amended and subsections added as follows:

**113.1.1** In order to provide for interpretations of steps necessary to implement the Title 24 of the California Code of Regulations or the technical codes adopted by the Chapter pertaining to access or accommodations for the physically disabled, and those Chapters of Municipal Code where the Board is specifically noted as being the entity responsible for the hearing of appeals, there is hereby established a City of Paso Robles Housing Advisory and Disabled Access Board of Appeals, (hereinafter sometimes collectively referred to as "Board of Appeals" or "Board").

The Board shall serve as the "local appeals board" specified in sections 19957.5 of the California Health and Safety Code, in appeals relating to accommodations for the physically disabled.

**113.2.1** The Board of Appeals shall function as the "Local Appeals Board" and "Housing Appeals Board" and "Disabled Appeals Board" as specified in Sections 17920.5 and 17920.6, respectively, of Division 13, Part 1.5 of the California Health and Safety Code. The Board shall have no authority relative to interpretation of the administrative provisions of the codes adopted by the City, nor shall the Board be empowered to waive requirements of any code adopted by the City.

The authority of the Board shall consist of the ability to consider appeals filed pursuant to this Chapter and give reasonable interpretations of the Chapter and the technical codes. When required to do so, the Board will conduct hearings regarding appeals of notices and/or orders relative to unsafe buildings.

**113.3.1 Board of Appeals.** The Housing Advisory and Board of Appeals (hereinafter sometimes referred to as "Board of Housing Appeals") shall consist of five (5) members; the Disabled Access Board of Appeals shall consist of the five (5) members of the Board of Housing Appeals (two of the members of the board must work in construction as required by Health & Safety Code § 19957.5) and shall be supplemented by two (2) additional members, both of whom shall be physically disabled as defined in section 2-417, Title 24, Part 2 of the California Code of Regulations when the appeal pertains to disabled access.

Members selected to hear an appeal shall reflect an area of expertise reflective of the appeal being heard.

Members of the Board of Appeals shall be qualified by experience and training to pass judgment upon matters pertaining to building construction and/or disabled access, as appropriate. Members of the Board of Appeals shall be appointed by, and serve at the

pleasure of the City Council. Each member of the Board shall comply with applicable provisions of the Political Reform Act of 1974, California Government Code Section 8100 et seq. The Building Official shall be an ex officio member of the Board and shall act as secretary to said Board, but shall have no vote upon any matter before the Board.

#### **113.4 Eligibility.**

Any individual meeting those criteria as set forth in sub-section 112.3.1 above shall be eligible to serve on the Board of Appeals.

#### **Exception:**

Employees of the City shall not be eligible to serve on the Board of Appeals.

#### **113.5 Term.**

Terms of initial appointment shall be for a term of two (2) years for two (2) members and four (4) years for three (3) members. Subsequent appointments shall be for a term of four (4) years.

Terms for initial appointment of disabled members for the Disabled Access Appeals shall be two (2) years for one member and four (4) years for the second. Subsequent appointments shall be for a term of four (4) years.

#### **113.6 Rules and Regulations.**

The Board of Appeals shall adopt reasonable rules and regulations, subject to approval by the City Council, for conducting its business. The Board Shall render all decisions in writing.

#### **113.7 Appeals Procedure.**

Any person aggrieved by a decision of the Building Official for the City pertaining to orders, decisions, or determinations relative to the application and interpretations of the Uniform Housing Code, Uniform Code for Abatement of Dangerous Buildings, Title 24 of the California Code of Regulations or the technical codes adopted by the Chapter pertaining to access or accommodations for the physically disabled, shall have the right to appeal the decision as provided for under this chapter.

Decisions and actions regarding the enforcement of the requirements of Division 13, Part 5.5 of the California Health and Safety Code may be appealed by any person to the Appeals Board for Disabled Access as provided for under this chapter.

#### **113.8 Appeal Hearing Fee.**

A fee, as provided for under this sub-section, shall accompany an application for a hearing before any Housing Advisory or Board of Appeals. The purpose of the fee shall be to cover those costs incurred by the City to provide for the appeals process.

Appeal Fees shall be set by resolution, subject to review by City Council. Appeal fees will be reviewed periodically to ensure that the fees charged cover the costs associated with the appeals process.

### **113.9 Timing and form of appeal.**

An appeal shall be filed with the Secretary of the Board of Appeals or Appeals Board for Disabled Access (as applicable) within fifteen (15) working days (holidays observed by the City are not working days) after the rendering of the decision affecting the aggrieved person. Grounds for the appeal shall be set forth in writing in a form to be supplied by the secretary in addition to any other supporting materials the appellant may wish to furnish, setting forth the reasons for the appeal.

Any written reports to be made to the Board shall be filed with the Secretary of the Board and shall be made available to the Board and to the public no less than five (5) working days prior to the date set for the hearing. Any City of Paso Robles Department Manager or designee shall have the right to be heard on any matter coming before the Board.

### **113.10 Hearing and decision.**

The Secretary of the Board shall set the time and place for a hearing the appeal, and a notice of the time and place of the hearing shall be published in a newspaper of general circulation in the City of Paso Robles, and notice shall also be given to the appellant by mailing, postage prepaid, at the address provided by the appellant in the letter of appeal at least ten (10) working days before the hearing date.

D. Section 707.3.1, Shaft Enclosure Required, is amended with subsection as follows:

#### **707.3.1 Wood burning appliance shafts.**

Wood or solid fuel burning appliances shall be provided with a one-hour fire rated shaft surrounding the flue, when such appliances penetrate any part of the attic space. Fireplaces fueled only by natural gas shall be considered as gas appliances and may be excluded from the need to install a one-hour rated shaft. Shafts shall be Draft Stopped at Floor/Ceiling Roof/Ceiling penetrations with material prescribed in Section 713.3.

E. Section 903, Automatic Sprinkler Systems, is amended as follows:

#### **903.2 Where required. Sections 903.2.1 through 903.2.19.1.2.**

Unless required by the Code for a lesser square footage, approved automatic sprinkler systems shall be provided in all new buildings and structures where the total combination of both usable and unusable floor area exceeds 5,000 square feet.

F. Section 1013, Guards, is amended and subsection added as follows:

**1013.1 General.** Man-made changes in grade such as retaining walls, garden walls, abrupt changes in elevation in excess of 30 inches, sloped grades in excess of one (1) foot vertical to two feet horizontal, or other gradient conditions, which in the opinion of City Health and Safety

Officials, may constitute potential hazard should they be left accessible to the public, shall be protected by a suitable fence or guardrail, meeting those height and spacing requirements as noted in the California Building Code.

**1013.2 Where required.**

**Exceptions, added as follows:**

8. Landscape or garden terracing, rendered non-accessible to the public by the means of existing perimeter fencing or when protected by the landscape elements (Example: hedge rows).
  9. Topographical or Geographical conditions inherent to the property, lying outside that area normally frequented by individuals.
- G. Section 1507.8 Wood Shingles, and Section 1507.9 Wood Shakes, is amended with subsections as follows:

**1507.8.1.2 & 1507.9.1.2**

The installation of Wood Shingles and Wood Shakes shall comply with the provisions of Section 1505.7, Special purpose roofs. The completed roof assembly shall be such that it shall have a Class A rating.

- H. Section 1807, Foundations Walls, Retaining Walls and Embedded Posts and Poles, is amended with subsections as follows:

**1807.1.7** There shall be no stacking of concrete for foundations, piers or stem walls. All foundations, piers or stem walls shall be formed on both sides (inside and out) when exceeding six inches (6") above lowest adjacent grade.

**1807.1.8** Any anchorage other than standard foundation bolts required by building design or calculation shall be secured in place at the time of foundation inspection.

- I. Section 1907, Minimum Slab Provisions, is amended as follows:

**1907.1 General.**

The thickness of concrete floor slabs supported directly on the ground shall be not less than 4"(101 mm). A 6-mil (0.006 inch; 0.15 mm) polyethylene vapor retarder with joints lapped not less than 6 inches (152 mm) shall be placed between the base course or subgrade and the concrete floor slab, or other approved equivalent methods or materials shall be used to retard vapor transmission through the floor slab.

Where concrete slab floor on grade construction is used and slabs are not poured monolithic with footings, there shall be placed vertically in all perimeter footings three eighths (3/8) inch deformed steel reinforcing bars, spaced four (4) feet center to center. The bars shall be wired in place at time of foundation inspection, not wet set in conjunction with the concrete pour. Said bars shall be bent inward and tied to the six by six (6 x 6) - ten/ten (10/10) wire mesh slab reinforcing prior to pouring the slab. Vapor barriers shall not extend over the bearing surface of the perimeter footings or stem wall. When floor slabs and footings are poured monolithic, the three eighths (3/8) inch diameter vertical reinforcing may be omitted.

All building slabs shall have a minimum six by six (6 x 6) - ten/ten (10/10) wire mesh reinforcing. Fill material in trenches and under slabs shall be sand unless native material is approved by the Building Official.

- J. Section 2111, Masonry Fireplaces, is amended as follows:

**2111.3 Seismic reinforcing.**

Masonry or concrete fireplaces shall be constructed, anchored, supported and reinforced as required in this chapter. Masonry and concrete fireplaces shall be reinforced and anchored as detailed in Sections 2111.3.1, 2111.3.2, 2111.4 and 2111.4.1 for chimneys serving fireplaces. Masonry and concrete chimneys shall be reinforced in accordance with the requirements of sections 2101 through 2108.

**2111.4 Seismic anchorage.**

Masonry and concrete chimneys shall be anchored at each floor, ceiling or roof line more than 6 feet above grade, except where constructed completely within the exterior walls. Anchorage shall conform to the following requirements.

- K. Section 2113, Masonry Chimneys, is amended as follows:

**2113.3 Seismic reinforcing.**

Masonry or concrete chimneys shall be constructed, anchored, supported and reinforced as required in this chapter. Masonry and concrete chimneys shall be reinforced and anchored as detailed in Sections 2113.3.1, 2113.3.2, 2113.4 and 2111.4.1 for chimneys serving fireplaces. Masonry and concrete chimneys shall be reinforced in accordance with the requirements of sections 2101 through 2108.

**2113.4 Seismic anchorage.**

Masonry and concrete chimneys and foundations shall be anchored at each floor, ceiling or roof line more than 6 feet above grade, except where constructed completely within the exterior walls. Anchorage shall conform to the following requirements.

- L. Section 3103, Temporary Structures, is amended as follows:

**3103.1 General.**

The provisions of this section shall apply to structures erected for a period of less than 90 (ninety) days. Tents and other membrane structures erected for a period of less than 90 days shall comply with the California Fire Code. Those erected for a longer period of time shall comply with applicable sections of this code. Fences used for the protection of the public around and in conjunction with construction work may be erected by approval of a building permit from the Building Official that is valid for only a limited period of time. Said limited time period is to be ninety (90) days or until a valid permit has expired, has been suspended or revoked. Any extensions of that time period must be approved by City Council. All other buildings shall be termed as "permanent" buildings and required to meet all applicable codes.

Temporary buildings or structures shall be completely removed upon the expiration of the time period specified in the permit. Failure to remove the buildings or structures will result in abatement proceedings and misdemeanor citation as prescribed under Municipal Code.

M. Section 3105, Awnings and Canopies, is amended as follows:

**3105.3 Design and Construction.**

Awnings and canopies shall be designed and constructed to withstand wind or other lateral loads and live loads as required by Chapter 16 with due allowance for shape, open construction and similar features that relieve there pressures of loads. Awnings and Canopies shall have frames of noncombustible material. Awning frames may be rigid, except when in the opinion of the Fire Chief, emergency access to upper floors will be impeded by the installation of rigid frame awnings. Should this be the case, awnings and canopies shall be collapsible, retractable or capable of being folded against the face of the supporting building. When collapsed, retracted or folded, the design shall be such that the awning or canopy does not block any required exit.

**3105.4 Canopy materials.**

Awning and canopies shall be constructed of a rigid framework with an approved covering that meets the fire propagation performance criteria of NFPA 701 or has a flame spread index not greater than 25 when tested in accordance with ASTM E 84. Coverings for all exterior awnings and canopies connected or adjacent to buildings shall be made either from fabric that has been made flame-resistant through treatment with an approved exterior chemical process by an approved application concern, or from inherently flame-resistance fabric approved and listed by the State Fire Marshal for exterior use. Certificates of flame-resistance or other documentation acceptable to the Chief shall be available on the premises (Exception: Single-family and small two-family dwellings not exceeding two stories in height).

N. Section 1808.8.3, Placement of concrete, is amended and subsection added as follows:

**1808.8.3.1** There shall be no stacking of concrete for foundations, piers or stem walls. All foundations, piers or stem walls shall be formed on both sides (inside and out) when exceeding six inches (6") above lowest adjacent grade.

**1808.8.3.2** Any anchorage other than standard foundation bolts required by building design or calculation shall be secured in place at the time of foundation inspection.

(Ord. No. 999 N.S., § 4, 12-17-2013; Ord. No. 971 N.S., § 1, 12-21-2010; Ord. 950 N.S. § 1, 2008; Ord. 878 N.S. §§ 2,3, 2004; Ord. 843 N.S. § 1, 2002; Ord. 763 N.S. § 1 (part), 1999; Ord. 747 N.S. § 1, 1998; Ord. 743 N.S. § 26, 1998; Ord. 706 N.S. (part), 1995; Ord. 643 N.S. § 2, 1992; Ord. 628 N.S. (part), 1992; Ord. 581 N.S. (part), 1989; Ord. 500 N.S., 1988; Ord. 546 N.S., 1988; Ord. 538 N.S. § 1, 1987; Ord. 525 N.S. § 1, 1987; Ord. 515 N.S. § 2, 1986)