



THE CITY OF SAN DIEGO

REPORT TO THE HEARING OFFICER

HEARING DATE: May 27, 2015 REPORT NO. HO 15-075

ATTENTION: Hearing Officer

SUBJECT: KALMIA REVOCATION
PTS PROJECT NUMBER: 380483
PROCESS 3

LOCATION: 151 West Kalmia Street

OWNER: Pujji Development LLC

SUMMARY

Issue: Should the Hearing Officer revoke Building Permit No. 1329476 and Electrical Permit No. 1329470 (Project No. 380483) for the remodel of a laundry closet, electrical panel, and bathroom upgrades for units #1 through #6 on the southeast corner of the intersection of Front Street and West Kalmia Street in the Uptown Community Planning area?

Staff Recommendation: REVOKE Building Permit No. 1329476 and Electrical Permit No. 1329470.

Community Planning Group Recommendation: Recommendations are not obtained from Community Planning Groups for Building Permit and Electrical Permit revocations.

Environmental Review: This activity, the revocation of Building Permit No. 1329476 and Electrical Permit No. 1329470 is not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15060(c)(2) in that it will not result in a direct or reasonably foreseeable indirect physical change in the environment.

BACKGROUND

Building Permit No. 1329476 and Electrical Permit No. 1329470 were issued by the Development Services Department on September 23, 2014. The site is located at 151 West Kalmia Street in the MCCPD-MR-1000 Zone, Airport Approach Overlay Zone, Airport Influence Area for San Diego International Airport, San Diego International Airport Safety Zone 3NE, the Residential Tandem Parking Overlay Zone, and the Transit Area Overlay Zone.

Based on City of San Diego records and inspections the structure was converted from a two story duplex to six units without receiving prior City review, approval, and obtaining appropriate permits. Approval of Building Permit No. 1329467 and Electrical Permit No. 1329470 were based on false information provided to the City, causing the permits to be issued in error, and the use permitted by the permits violates the San Diego Municipal Code (SDMC).

In accordance with SDMC § 121.0314, this matter has been noticed for a Process 3 Hearing Officer Revocation Hearing appealable to the Planning Commission. The City's Building Official is requesting this permit revocation.

DISCUSSION

The site was originally developed as a two-story duplex structure with the address of 2365 Front Street per the County Assessor's Residential Building Record. There are no permits that allowed for the construction and creation of any additional dwelling units on the site.

Plans were submitted to the City of San Diego for a Building Permit and an Electrical Permit on September 17, 2014. These plans depict six existing dwelling units and proposed interior remodeling for those six units dispersed over four existing levels (three stories and a basement). City staff reviewed and approved the plans based on the false representation that all of the units in the building had been constructed under proper permits. The structure should contain only two dwelling units located on two floors, with an attic and basement.

Building Permit No. 1329467 and Electrical Permit No. 1329470 were issued on September 23, 2014. Construction inspections began on October, 22, 2014.

Inconsistencies between approved plans and existing conditions, and work done without permits were identified during the review of a reported code violation. The property owner was notified of the open violation case, and subsequently a Notice of Violation was mailed to the property owner on February 17, 2015 identifying the violations of the San Diego Municipal Code (SDMC) (Attachment 2). The Notice of Violation also outlined the corrective steps that would be required in order to bring the site into compliance. Code Enforcement action is still pending, and is under a separate process from this revocation hearing.

In accordance with SDMC § 121.0314 if it is determined that there has been a violation of the terms, conditions, lawful requirements, or provisions of any development permit, construction permit, or approval issued by the City, the City may issue a Notice of Intent to Revoke the permit or approval to the permit holder. The Notice of Intent to Revoke shall inform the permit holder of the violations and provide a reasonable time for compliance with the applicable conditions or regulations. If the permit holder fails to correct the violations outlined in the Notice of Intent to Revoke within the specified period of time, a hearing to revoke or modify the permit may be scheduled in accordance with Process 3. The Hearing Officer decision is appealable to the Planning Commission.

The Notice of Intent to Revoke the permits was mailed on February 18, 2015 (Attachment 3). The notice included corrective steps that were required of the property owner in order to bring the site into compliance by March 6, 2015. The Property owner has not addressed the identified issues within a reasonable time frame as outlined within the Notice of Intent to Revoke the permits; and therefore Building Permit No. 13429476 and Electrical Permit No. 1329470 was scheduled for revocation.

HISTORY

The property was developed in 1910 as a two-story duplex structure per the County of San Diego Assessor's Residential Building Record.

Permit No. 11588 was obtained for a remodel.

Building Permit No. A14951 was issued to "close one door and install sliding glass doors" in May of 1959. This permit received final completion/inspection approval on April 28, 1960.

Plumbing and Gas Permit No. A17459 was issued in July of 1959. This permit did not receive final completion/inspection approval as there is a note on the permit that states: "Cancel 2-29-60."

Electrical Permit No. A22748 was issued in December of 1959. This permit received final completion/inspection approval on June 2, 1960.

Plumbing and Gas Permit No. A27805 was issued in May of 1960. This permit received final inspection approval on May 4, 1960.

Combination Permit No. C-006356-91 was issued in November of 1991 for "Fire Repair" using Plan File Number A-008873-91. This permit did not received final completion/inspection approval.

Combination Permit No. C-002195-92 was issued in May of 1992 for "Fire Damage to Duplex-Replace in Kind" using Plan File number A-003334-92. This permit received final completion/inspection approval on July 6, 1992.

Building Permit No. 1329467 and Electrical Permit No. 1329470 were issued in September 2014. These permits are the subject of this revocation.

A Notice of Violation was mailed to the property owner on February 17, 2015.

Notice of Intent to Revoke Construction Permits was mailed to the permit holder/property owner on February 18, 2015.

CONCLUSION

Building Permit No. 1329467 and Electrical Permit No. 1329470, originally submitted to the Development Services Department outlines a scope of work at the subject location which includes interior remodeling for (6) six existing units dispersed over 3 existing stories and an existing basement. Upon receipt, City staff reviewed and approved plans misunderstanding that the building was an existing permitted six-unit apartment building. However, it has been determined based on City records, County Assessor Records, and inspections that the structure has been converted from an existing (2) two story duplex to (6) six units without receiving prior city review, approval, and appropriate permits. Approval of these permits was obtained by misrepresentation of information that caused the permits to be issued in error, and the use authorized therein violates ordinances, laws and regulations of the San Diego Municipal Code (SDMC), including, but not limited to, SDMC § 121.0302, 126.0101, 129.0202, 129.0111, 129.0302, 129.0314, and 129.0402.

In addition, the project, as a proposed 6 unit (2 existing, 4 new) development, would not meet the requirements of the underlying MCCPD-MR-1000 Zone, Airport Approach Overlay Zone, Airport Influence Area for San Diego International Airport, San Diego International Airport Safety Zone 3NE, the Residential Tandem Parking Overlay Zone, and the Transit Area Overlay Zone of the Uptown Community Plan.

The decision to revoke a permit is based on five findings in which only one must be made to revoke a permit. City staff has prepared a resolution that indicates that all five of the findings can be made (Attachment 5).

ALTERNATIVE

Do not revoke Building Permit No. 1329476 and Electrical Permit No. 1329470.

Respectfully submitted,



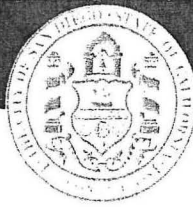
Chris Larson, AICP
Development Project Manager
Development Services Department

Attachments:

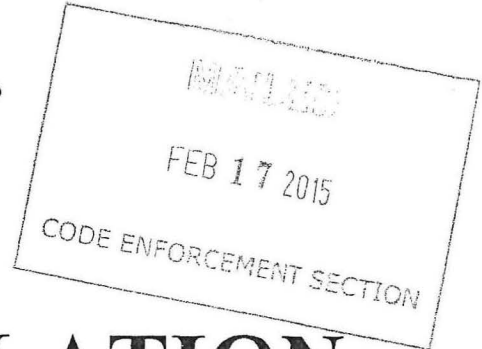
1. Aerial Photograph

2. Notice of Violation
3. Notice of Intent to Revoke Permits
4. Notice of Hearing
5. Draft Revocation Resolution with Findings
6. Permit Plans
7. Relevant San Diego Municipal Code Sections
8. Land Development Manual Volume 1, Chapter 1, Section 2





THE CITY OF SAN DIEGO



February 17, 2015

NOTICE OF VIOLATION

Location: 151 West Kalmia Street (AKA) 2365 Front Street

Assessor's Parcel No.: 533-181-16-00

Owner: Pujji Development LLC
Responsible Person: Rominder Singh Pujji
Address: P.O Box 5000
Rancho Santa Fe, CA 92067

Zone: Mid-City Communities Planned District MR-1000

A representative of the Code Enforcement Division, Development Services Department conducted an inspection of the above referenced premises on October 9, 2014, and December 15, 2014.

Parcel History:

- The property was developed in 1910 as a 2 story duplex structure with the address of 2365 Front Street per County of San Diego Assessor's Residential Building Record.

Permit History:

151 W. Kalmia Street AKA 2365 Front Street:

- In 1950 Permit #11588 was obtained for a remodel.
- In May 1959 Building Permit #A14951 was issued for the "close one door & install sliding glass doors." Permit received final completion approval on April 28, 1960.
- On July 1959 a Plumbing & Gas Permit #A17459 was issued. Permit did not receive final completion approval as is noted on permit as "Cancel 2-29-60."
- On December 1959 an Electrical Permit #A22748 was issued. Permit received final inspection approval on June 2, 1960.

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- In May 1960 a Plumbing & Gas Permit #A27805 was issued. Permit received final inspection approval on May 4, 1960.
- In November 1991 Permit #C-006356-91 was issued for "Fire Repair" under Plan File A-008873-91 for "Fire Damage Repair To Duplex, Stucco, Drywall and Electrical. Permit "did not received a final approval."
- In May 1992 Permit #C-002195-92 was issued for "Fire Damage To Duplex-Replace In Kind" under Plan File A-003334-92. Permit received final completion approval on July 6, 1992.
- In September 2014 Permit #380483 was issued in error, for a remodel.

The specific elements in violation include, but may not be limited to, the following:

1. Intensifying the property's use by converting an existing residential 2-story Duplex into six individual units, which is not permitted on this property. [SDMC Sections 121.0302(a)(b)(1)(2)(3)(4), 1512.0303(c)(f)]
2. Making unpermitted building improvements throughout an existing duplex which include the modification of existing framework, altering and adding electrical wiring and devices, and altering and adding plumbing fixtures. [SDMC Sections 121.0302(a)(b)(1), 129.0202, 129.0111, 129.0302, 129.0314, 129.0402(a)(b), 129.0405(e)]
3. Expanding the basement of an existing duplex and converting it to habitable space, without the required permits, inspections and approvals. Unpermitted modifications include the removal of existing footing, stem-wall and fill-dirt materials to increase the basement floor area, and to create window openings along the exterior perimeter wall. [SDMC Sections 121.0302(b)(1)(3)(4), 129.0111 and 1512.0303(c)]
4. Converting the attic of an existing 2-story Duplex into habitable space, without the required permits, inspections and approvals. Unpermitted improvements include an access staircase; added interior partition walls; new kitchen; new bathroom; new laundry & water heater, and skylights. [SDMC Sections 121.0302(b)(1)(3)(4), 129.0111 and 1512.0303(c)]
5. Allowing occupants to reside within non-permitted units, that have not obtained permits, inspections, approvals or Certificate of Occupancy. [SDMC Sections 129.0113(a)(b); CBC Section 3408.1]
6. Widening an existing driveway approach located within the public right-of-way, without the required permits, inspections and approvals. [SDMC Sections 129.0702(a)(1)(2)(3)]

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7. Removing a portion of the existing curb and gutter located within the public right-of-way and installing a concrete driveway approach, to create an illegal parking space in the required front yard setback. This work was done without the required permits, inspections and approvals.
 [SDMC Sections 129.0702(a)(1)(2)(3)]

In accordance with the San Diego Municipal Code, this is to notify you that the following violations were observed and must be corrected.

The specific code sections in violation include, but may not be limited to, the following:

<u>SDMC Sec.</u>	<u>Violation Description</u>
1512.0103	<p>Applicable Regulations</p> <p>The following provisions of the Land Development Code apply to the Mid-City Communities Planned District, except where this division states otherwise. Where there is a conflict, the provisions of this division apply:</p> <p>Chapter 11 (Land Development Procedures); Chapter 12 (Land Development Reviews) except Article 6, Division 6 (Planned Development Permit Procedures); Chapter 13 (Zones); Chapter 14, Article 2, Division 4 (Landscape Regulations); Chapter 14, Article 2, Division 5 (Parking Regulations); Chapter 14, Article 3 (Supplemental Development Regulations) except Division 4 (Planned Development Permit Regulations); Chapter 14, Article 5 (Building Regulations); Chapter 14, Article 6 (Electrical Regulations); and Chapter 14, Article 7 (Plumbing and Mechanical Regulations)</p> <p>Other provisions of the Land Development Code are superseded unless specifically referenced in this section.</p>
1512.0201(b)	<p>City Manager Approval Required</p> <p>No permit shall be issued for the erection, construction, conversion, establishment, alteration or enlargement of any building or structure, or for the grading of any site, in the Mid-City Communities Planned District until approval of the City Manager has been obtained by the applicant or owner. Each application for a permit shall state the intended purpose of the proposed building, structure or improvement, and shall specify the applicable zone and previously issued permits.</p>

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Approval of the City Manager is not required for modifications, repairs, or other alterations which do not require a building permit.

1512.0203

Mid-City Communities Development Permit

(a) An application for a Mid-City Communities Development Permit, including fees or deposits, shall be processed in the same manner as an application for a Site Development Permit, in accordance with Land Development Code Chapter 11, Article 2 (Required Steps in Processing) and Chapter 12, Article 6, Division 5 (Site Development Permit Procedures).

(b) A Process Three Mid-City Communities Development Permit decided in accordance with Chapter 11, Article 2, Division 5 of the Land Development Code is required for the following types of development:

(1) Residential and mixed residential/commercial projects within the facility-deficient neighborhoods shown on Map Number B-4104 that propose the addition of 3 or more dwellings units per lot, except as follows:

(2) Residential and mixed residential/commercial projects which exceed the number of threshold dwelling units or the gross square footage of floor area (where applicable) listed in Table 1512-02A.

1512.0206

Previously Conforming Structures

(a) In addition to the provisions in Land Development Code Chapter 12, Article 7, Division 1 regarding previously conforming structures, Section 1512.0206 applies where uses conform but structures do not conform to the Mid-City Communities Planned District requirements.

(6) Any additional parking required by Land Development Code Chapter 14, Article 2, Division 5 (Parking Regulations) must be provided.

(7) The City Manager may require additional landscaping that may be feasibly placed in the street, yard or the adjacent right-of-way (parkway), up to the maximum current street yard point requirements.

127.0103

Review Process for Previously Conforming Premises and Uses

The required review process for different types of proposed *development* or activity, based on the *previously conforming* category, such as existing *structural envelope*, *density*, and uses are shown in Table 127-01A through 127-01C. If the proposed *development* includes more than one *previously conforming* category, all corresponding regulations, as described in Sections 127.0104 through 127.0108 apply.

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(a) Previously Conforming Structural Envelope

1512.0302

Permitted Uses – Residential (MR) Zones

No building or improvement or portion thereof shall be erected, constructed, converted, established, altered or enlarged, nor shall any premises be used except as set forth in Section 1512.0302.

(a) Residential development in accordance with the regulations of the Mid-City Communities Planned District.

1512.0303

Residential Development Regulations

(c) Residential Density. One dwelling unit is permitted for each "X" square feet of lot area shown in the third column in Table 1512-03C.

<u>Table 1512-03C</u>		<u>Residential Density</u>
<u>Zone</u>	<u>Lot Size</u>	<u>One Unit per "X" Sq. Ft.</u>
MR-1000	any size legal lot	1,000

(f) Floor Area Ratio (FAR) and Lot Coverage

(1) The maximum FAR and coverage shall be as indicated in Table 1512-03G.

Table 1512-03G Maximum Floor Area Ratio (FAR) and Lot Coverage

<u>Zone</u>	<u>Maximum FAR</u>	<u>Maximum Coverage %</u>
MR-1000	.75	40%

1512.0402

Parking Regulations

Parking shall conform to Land Development Code Chapter 14, Article 2, Division 5 (Parking Regulations).

142.0510

General Parking Regulations

(d) *Previously Conforming Premises*. Enlargement or change in use, or resumption of a discontinued use, for a *premises* that is *previously conforming* for the reason that it does not provide the number of *off-street parking spaces* required by this Division shall provide parking as follows:

(1) When the use is proposed to be enlarged, the additional *off-street parking spaces* required are the number required by this division for the enlargement.

(3) When a change in use is proposed to a use that requires more *off-street parking spaces* than the previous use, parking shall be required as provided in this division for the new use.

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1512.0404(a)

Curb Cuts And Driveways

Curb Cuts and driveways shall conform to Land Development Code Section 142.0560, in addition to the following regulations:

129.0702

When a Public Right-of-Way Permit Is Required

(a) A Public Right-of-Way Permit is required for the following unless otherwise exempt under Section 129.0703:

- (1) The private construction of *public improvements*;
- (2) The construction of privately owned *structures*, facilities, or improvements in the *public right-of-way* or in a *public service easement*;
- (3) Any construction activity within a *public right-of-way* as required by Municipal Code Sections 54.0116 and 54.0117.

54.0110

Unauthorized Encroachment Prohibited

It is unlawful for any *person* to erect, place, allow to remain, construct, establish, plant, or maintain any vegetation or object on any public street, alley, sidewalk, highway, or other public property or public right-of-way, except as otherwise provided by this Code.

121.0302

Required Compliance with the Land Development Code

(a) It is unlawful for any person to maintain or use any premises in violation of any of the provisions of the Land Development Code, without a required permit, contrary to permit conditions, or without a required variance.

(b) It is unlawful for any person to engage in any of the following activities, or cause any of the following activities to occur in a manner contrary to the provisions of the Land Development Code:

- (1) To erect, place, construct, convert, establish, alter, use, enlarge, repair, move, remove, equip, maintain, improve, occupy, or demolish any structures;
- (2) To grade, excavate, clear, fill, grub, build an embankment, construct slopes, or disturb sensitive natural or biological resources on any lot or premises; or
- (3) To change density or intensity of the use of land;
- (4) To maintain or allow the existence of any condition that creates a *public nuisance*.

129.0202

Failure to obtain the required Building Permit for structural work.

(a) No structure regulated by the Land Development Code shall be erected, constructed, enlarged, altered, repaired, improved, converted, permanently relocated or partially demolished unless a separate Building

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Permit for each structure has first been obtained from the Building Official, except as exempted in Sections 129.0202(b) and 129.0203.

129.0111**General Rules for Construction Permit Inspections**

All work for which a construction permit is issued shall be subject to inspection by the Building Official. Required inspections shall be performed in accordance with the inspection procedures established by the City Manager, except as may be exempted by the Land Development Code. Inspections that may be required are listed in the Land Development Manual.

129.0113**When a Certificate of Occupancy Is Required**

(a) No *structure* or portion of a *structure* shall be used or occupied, and no change in the existing use or occupancy classification of a *structure* or portion of a *structure* shall be made until the Building Official has issued a Certificate of Occupancy approving that use or occupancy. A Certificate of Occupancy is not required for existing or new detached one and two family dwellings or townhouses as defined in the California Residential Code, and their *accessory structures*.

(b) Changes in the use or occupancy of a *structure* or portion of a *structure* shall not be made except as specified in the 2010 California Building Code Section 3408.

129.0302**When an Electrical Permit Is Required**

No electrical wiring, device, appliance, or equipment shall be installed within or on any structure or premises nor shall any alteration, addition, or replacement be made in any existing wiring, device, appliance, or equipment unless an Electrical Permit has been obtained for the work.

129.0314**Required Inspections for an Electrical Permit**

All construction work and equipment authorized by an Electrical Permit shall be inspected by the Building Official in accordance with Section 129.0111 and the inspection requirements of the Land Development Manual.

129.0402**When a Plumbing/Mechanical Permit Is Required**

(a) No plumbing system, or portion of a plumbing system, shall be installed within or on any structure or premises, nor shall any alteration, addition, or replacement be made in any existing plumbing system unless a Plumbing/Mechanical Permit has been obtained for the work except as exempted in Section 129.0403.

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(b) No heating, ventilating, air conditioning, or refrigeration system or part thereof shall be installed, altered, replaced, or repaired unless a Plumbing/Mechanical Permit has been obtained for the work.

129.0405

General Rules for Plumbing/Mechanical Permits

(e) The Building Official shall inspect, and re-inspect as the Official determines to be necessary, all plumbing, heating, ventilating, air conditioning or refrigeration system installations and shall keep complete records of all permits, inspections, and re-inspections.

145.0102

When Building Regulations Apply

(a) This article shall be known as the Building Regulations of the City of San Diego and regulates the construction, alteration, replacement, repair, maintenance, moving, removal, demolition, occupancy, and use of any privately owned building or structure or any appurtenances connected or attached to such buildings or structures within this jurisdiction, except work located primarily in a public way, public utility towers and poles, mechanical equipment not specifically regulated in the Building Code, and hydraulic flood control structures. The Building Regulations shall also apply to City-owned buildings.

CBC Sec.
3408.1

Change of Occupancy

No change shall be made in the use or occupancy of any building that would place the building in a different division of the same group of occupancies or in a different group of occupancies, unless such building is made to comply with the requirements of this code for such division or group of occupancies. Subject to the approval of the building official, the use or occupancy of existing buildings shall be permitted to be changed and the building is allowed to be occupied for purposes in other groups without conforming to all the requirements of this code for those groups, provided the new or proposed use is less hazardous, based on life and fire risk, than the existing use.

You are hereby ordered to correct all violations by completing the following actions set forth below:

1. Serve all tenants with notice to vacate any and all unpermitted areas and/or areas not having received a Certificate of Occupancy from the City of San Diego. Proof of notice issuance including established vacancy dates shall be provided to the City of San Diego.

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2. Submit plans to the City of San Diego's Code Enforcement Division (CED) and obtain all applicable permits to completely restore 151 West Kalmia Street back to its previously approved configuration and use as a 2 story duplex having one unit on each floor.
3. Schedule and complete all required inspections and receive final inspection approval from the City of San Diego.

Permit and Inspections Process:

1. Prepare and submit 4 complete set of plans to the Code Enforcement Division (CED) for review and approval.

The City of San Diego, Code Enforcement Division
Attn: Robert Cervantes, Combination Building Inspector
1222 First Avenue, 5th Floor
San Diego, CA 92101

All non-permitted construction work already completed shall be labeled and identified on plans as non-permitted. On the first sheet provide a scope of work description as "Code Enforcement Division Violation."

Plans and specifications shall be drawn to scale and shall be of sufficient clarity to indicate the location, nature and extent of proposed work and must show in detail that it will comply with the provisions of the Land Development Code, Mid-City Communities Planned District MR-1000 regulations, applicable building codes, laws, ordinances, rules and regulations.

2. Once approved by CED, you shall submit plans and all required documentation to the Development Services Department (DSD) and have all submittals deemed complete.

Development Services Department
1222 First Avenue Floor #3
San Diego, CA 92101

Your application shall reference this Notice of Violation and must clearly describe all work to be performed.

3. Once approved by DSD, you must obtain all required permits, and begin work which must receive all inspections and final approvals.

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Plan Preparation & Submittal Guidelines can be found at:

<http://www.sandiego.gov/nccd/pdf/planprep.pdf>

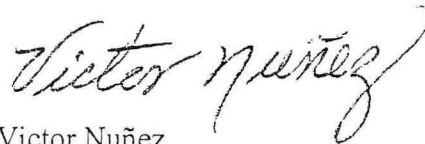
Engineering and building permits may be applied for at the Development Services Department, 1222 First Avenue; third floor. Please telephone (619) 446-5000 for general information about obtaining the required permits.

THIS CASE HAS BEEN REFERRED TO THE CITY ATTORNEY'S OFFICE FOR FURTHER ENFORCEMENT ACTION.

If you have any questions, please call Robert Cervantes, Combination Inspector at (619) 533-6143 or Victor Nuñez at (619) 533-6126.



Robert Cervantes
Combination Building Inspector



Victor Nuñez
Land Development Investigator

RC/VN/ta/cp

cc: Council District 3, MS 10A
File

CE# 222377

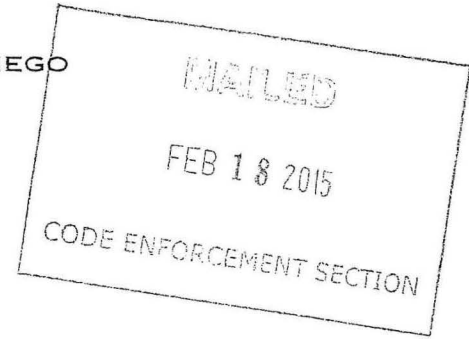
This information will be made available in alternative formats upon request.



THE CITY OF SAN DIEGO

February 17, 2015

Rominder Singh (Sandy) Pujji
Pujji Development LLC.
P.O. Box 5000-104
Rancho Santa Fe, CA 92067



**RE: Project #380483- Kalmia Apartment Remodel; 151 Kalmia Street, San Diego, CA
Notice of Intent to Revoke Construction Permits- Approval #1329467 and # 1329470**

Dear Mr. Pujji:

This letter serves as a Notice of Intent to Revoke the permits issued to you on September 23, 2014 pursuant to San Diego Municipal Code (SDMC) sections 121.0313. Failure to correct the violations outlined in this Notice by March 6, 2014 will result in a hearing to formally revoke the Permit which was issued by the City based on false information provided.

The project plans originally submitted to the Development Services Department on September 17, 2014 outline a scope of work at the above location which includes interior remodeling for (6) six existing units dispersed over 3 existing stories including the basement. Upon receipt, City staff reviewed and approved plans based on false information that all of the units in the apartment building reflected on the plans had been constructed under proper permits. However, it has been determined based on City records, fact finding, and inspections, that the structure was converted from a (2) two story duplex to (6) six units without receiving prior city review, approval, and appropriate permits. Approval of permits associated with Project #380483 was based on false information provided to the City. Because proper permits were not obtained, the following violations exist at the property San Diego Municipal Code (SDMC) sections 121.0302, 126.0101, 129.0202, 129.0111, 129.0302, 129.0314, and 129.0402,

Since the plans filed under Project #380483 and the scope of the Project for the above-referenced approvals erroneously represented the structure to consist of six existing dwelling units, the remodel and additional 4 dwelling units were constructed without required permits, inspections, and approvals. Additionally, the plans misrepresented the scope of work by showing six existing dwelling units in the structure and a false statement was made on the General Application by failing to accurately complete Item #2. Pursuant to SDMC section 121.0308, the issuance or granting of any development permit or construction permit or any plan, specifications, computations, or inspection approval does not constitute a permit for, or an approval of, any violation of any of the provisions of the Land Development Code, including the Building, Electrical, Plumbing, Mechanical, Residential Building, or Green Building Regulations, or any other ordinance of the City. Moreover, pursuant to that section, development

Code Enforcement Section

1222 First Avenue, 5th Floor, MS 511 • San Diego, California 92101-4101

tel (619) 236-5500 Fax (619) 533-6142

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permits, construction permits, or inspections presuming to give authority to violate or cancel the provisions of the Land Development Code, Building, Electrical, Plumbing, Mechanical, Residential Building, or Green Building Regulations or other ordinances of the City are not valid. In order to correct the violations described above, **by March 6, 2015**, you must submit revised plans and a permit application to restore the structure to its last permitted use as a duplex with two dwelling units, and restoration of the (inhabitable) attic and basement or improvement to another approved use. Any additional work without permits shall be corrected at this time. Please submit the revised plans and permit application to Robert Cervantes in the Code Enforcement Division for review and stamp-off. After obtaining Code Enforcement stamp-off, the plans shall be submitted to the Development Services Project Submittal staff for obtaining a building permit. Make an appointment for this submittal with Donna D'Orsi by calling (619) 446-5184.

The following Code Enforcement Division Plan Preparation Guidelines shall be followed when preparing plans for submittal:

Plan Requirements

The following plan requirements for the Code Enforcement Division (CED) are in addition to those listed in the Development Services Department (DSD) Submittal Requirements Manual, located at: <http://www.sandiego.gov/development-services/industry/codes.shtml#submanual>

1. **Scope of Work** – The scope of work shall be listed on the first page and include “CED Code Case”. A copy of the Civil Penalty Notice and Order or the Notice of Violation must accompany each plan set submitted to DSD for review.

2. **These labels shall be used on all plan drawings for submittal:**

- a. **Proposed** – All work to be reviewed is proposed. This can be unpermitted or newly added work.
- b. **Existing** – Only work that was legally permitted and unchanged can be labeled “existing”.
- c. **Non-permitted or unpermitted** – These designations will be used for all unpermitted construction to remain or be removed.

3. **Define areas that are unpermitted on the plans:**

- a. These areas can be shaded or darkened (highlighted) in the unpermitted areas to denote they are installed without permits.
- b. If necessary, a legend can be provided to call out the unpermitted work and a numbering symbol can be placed next to the work area.
- c. It should be noted what is “to remain” and what is “to be removed”. Work may be identified as “non-permitted to be removed” or “non-permitted to remain”.

Project #380483- Kalmia Apartment Remodel; 151 Kalmia Street
 February 17, 2015
 Page 3

4. Additional Work:

- a. If a property owner wishes to add new construction (work not yet started) to the plans along with legalizing the unpermitted construction (work already completed or in progress without the required permits) both must be clearly shown and labeled on the plans.
- b. The scope of the work and the drawings need to identify which areas are “new construction” and which areas are “unpermitted”.

After all requirements are met for the CED review, the plans will be stamped by the investigator for submittal to DSD. **The CED investigator will keep one set of plans for their files.**

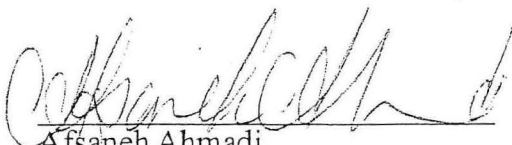
Stamp Transfer for Permit Issuance

Three sets of approved plans are required to obtain Building Permits for construction. The first two sets of plans must be complete, identical, and contain all applicable stamps and signatures of approval. The applicant is responsible for obtaining all stamps and signatures of approval on two of these final sets of plans (commonly referred to as a ‘stamp transfer’).

Please call Robert Cervantes at (619) 533-6143 to make an appointment to obtain a stamp transfer prior to permit issuance.

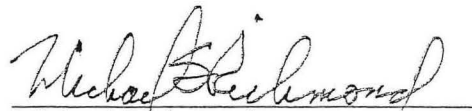
Failure to meet the conditions and time frames described above will result in the matter being scheduled for a Process 3 Hearing Officer Revocation Hearing appealable to the Planning Commission in accordance with SDMC section 121.0314. At the Hearing, the City will seek permit revocation. A separate Notice of Hearing will be mailed to you identifying the date, time and place of the Hearing.

Sincerely,



Afsaneh Ahmadi
 Chief Building Official
 Development Services Department

WB/MR/cp



Michael Richmond
 Deputy Director
 Code Enforcement Division

CC: Donna D’Orsi, Supervising Plan Review Specialist
 William Barranon, Assistant Deputy Director
 Tracy Elliot-Yawn, Program Manager
 Kim Wallace-Ross, Code Enforcement Coordinator
 Shannon Thomas, Deputy City Attorney
 Robert Cervantes, Combination Building Inspector



THE CITY OF SAN DIEGO

DATE OF NOTICE: April 28, 2015

NOTICE OF PUBLIC HEARING HEARING OFFICER

DEVELOPMENT SERVICES DEPARTMENT

DATE OF HEARING: May 27, 2015
TIME OF HEARING: 8:30 A.M.
LOCATION OF HEARING: Council Chambers, 12th Floor, City Administration Building,
202 C Street, San Diego, California 92101
PROJECT TYPE: PROCESS 3 REVOCATION OF BUILDING PERMIT AND
ELECTRICAL PERMITS
PROJECT NO: 380483
PROJECT NAME: KALMIA REVOCATION
APPLICANT: PUJJI DEVELOPMENT LLC
COMMUNITY PLAN AREA: UPTOWN
COUNCIL DISTRICT: District 3

CITY PROJECT MANAGER: CHRIS LARSON, Development Project Manager
PHONE NUMBER/E-MAIL: (619) 446-5368/CLARSON@SANDIEGO.GOV

As the property owner or person who has requested notice, please be advised that the Hearing Officer will hold a public hearing to revoke or not revoke permits for the remodel of laundry closets, electrical panels, and bathroom upgrades for units #1 through #6. This application was submitted on June 17, 2014. The permits were issued on September 23, 2014. Notice of Intent to Revoke these permits was made on February 17, 2015. This revocation hearing is for Building Permit No. 1329467 and Electrical Permit No. 1329470.

The decision of the Hearing Officer is final unless appealed to the Planning Commission. In order to appeal the decision you must be present at the public hearing and file a speaker slip concerning the application or have expressed interest by writing to the Hearing Officer before the close of the public hearing. The appeal must be made within 10 business days of the Hearing Officer's decision. Please do not e-mail appeals as they will not be accepted. See Information Bulletin 505 "Appeal Procedure", available at www.sandiego.gov/development-services or in person at the Development Services Department, located at 1222 First Avenue, 3rd Floor, San Diego, CA 92101

The decision made by the Planning Commission is the final decision by the City.

This activity, the revocation of Building Permit No. 1329467 and Electrical Permit No. 1329470 is not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15060(c)(2) in that it will not result in a direct or reasonably foreseeable indirect physical change in the environment.

If you wish to challenge the City's action on the above proceedings in court, you may be limited to addressing only those issues you or someone else have raised at the public hearing described in this notice, or written in correspondence to the City at or before the public hearing. If you have any questions after reviewing this notice, you can call the City Project Manager listed above.

This information will be made available in alternative formats upon request. To request an agenda in alternative format or to request a sign language or oral interpreter for the meeting, call Support Services at (619) 321-3208 at least five business days prior to the meeting to insure availability. Assistive Listening Devices (ALD's) are also available for the meeting upon request.

Internal Order Number: 12002103

HEARING OFFICER
RESOLUTION NO.

REVOCATION OF BUILDING PERMIT NO. 1329476 AND ELECTRICAL PERMIT NO. 1329470
KALMIA REVOCATION PROJECT NO. 380483

WHEREAS, PUJJI DEVELOPMENT, LIMITED LIABILITY COMPANY, Owner/Permittee, filed an application with the City of San Diego for a permit to remodel laundry closets, electrical panels, and for bathroom upgrades to units #1 through #6 (as described in and by reference to the construction plans for Project No. 380483), on portions of a 0.1-acre site;

WHEREAS, Building Permit No. 1329467 and Electrical Permit No. 1329470 were issued on September 23, 2014;

WHEREAS, the project site is located at 151 West Kalmia Street (also known as 2365 Front Street) in the MCCPD-MR-1000 Zone, Airport Approach Overlay Zone, Airport Influence Area for San Diego International Airport, San Diego International Airport Safety Zone 3NE, the Residential Tandem Parking Overlay Zone, and the Transit Area Overlay Zone of the Uptown Community Plan;

WHEREAS, the project site is legally described as LOT "A" IN BLOCK 266 OF HORTON'S ADDITION IN THE CITY OF SAN DIEGO, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO MAP THEREOF BY L.L. LOCKING ON FILE IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY;

WHEREAS, San Diego Municipal Code § 121.0314(c) provides that a permit may be revoked if any of the findings listed therein can be made;

WHEREAS, on May 27, 2015, the Hearing Officer of the City of San Diego considered Revocation of Building Permit No. 1329476 and Electrical Permit No. 1329470 pursuant to Sections 121.0313 through 121.0316 of the Land Development Code of the City of San Diego;

WHEREAS, This activity, the revocation of Building Permit No. 1329476 and Electrical Permit No. 1329470 is not subject to California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15060(c)(2) in that it will not result in a direct or reasonably foreseeable indirect physical change in the environment; NOW, THEREFORE,

BE IT RESOLVED by the Hearing Officer of the City of San Diego as follows:

That the hearing Officer adopts the following written Findings, dated May 27, 2015.

FINDINGS:

Permit Revocation – Section 121.0314(c)

1. The permit or approval was obtained by misrepresentation or fraud.

The project plans, Building Permit No. 1329467 and Electrical Permit No. 1329470, submitted to the Development Services Department, outlines a scope of work at the subject location which

includes interior remodeling for (6) six existing units dispersed over three existing stories and an existing basement. The plans showed six (6) existing units and suggested they were all permitted. However, it has been determined based on City records, County Assessor Records, and inspections that the structure has been converted from a (2) two story duplex to (6) six units without receiving prior city review, approval, and appropriate permits. Therefore, approval of permits Building Permit No. 1329467 and Electrical Permit No. 1329470 were obtained by misrepresentation of information.

2. The permit or approval was approved in error.

City of San Diego Development Services Department staff approved Building Permit No. 1329467 and Electrical Permit No. 1329470 in error based on inaccurate facts presented by the Owner/Permittee on the project plans. The project plans did not accurately reflect the unpermitted status of the structure or the unpermitted configuration of the structure. The project plans proposed a scope of work and depicted a building configuration that included six (6) existing dwelling units when only two (2) dwelling units are permitted and should exist on the project site.

The property located at 151 West Kalmia Street was originally developed as a two story duplex structure per the County Assessor's Residential Building Record. According to City records, and the County Assessors records, there are no other subsequent permits that allowed for the construction and creation of any additional dwelling units on the site. In accordance with the San Diego Municipal Code, it is required that the City review, permit, and inspect the creation of the additional dwelling units prior to City review, approval, and inspection of a remodel of six dwelling units that were constructed without permits.

The City of San Diego, Land Development Manual, Project Submittal Requirements for Construction Permits – Structure (Volume 1, Chapter 1, Section 2) establishes the documents/plans that are required based upon the approval you are applying for. Acceptance of projects for review by the City of San Diego depends upon the accuracy and completeness of the submitted plans and documents. General Requirements require existing and proposed information to be accurately depicted. The City of San Diego, Development Services staff approved the plans (Building Permit No. 1329467 and Electrical Permit No. 1329470) relying on inaccurate facts presented by the applicant. The plans submitted by the applicant did not accurately represent existing site conditions, and proposed structures. Had the City of San Diego Development Services Department staff known that the six dwelling units included in the scope of work and depicted on the project plans, were not properly permitted, then the City of San Diego Development Services Department staff would not have approved and issued Building Permit No. 1329467 and Electrical Permit No. 1329470. Therefore, Building Permit No. 1329467 and Electrical Permit No. 1329470 were approved in error.

3. One or more of the conditions of the permit or approval have not been satisfied.

Pursuant to SDMC Section 121.0308, the issuance or granting of any development permit or construction permit or any plan, specifications, computations, or inspection approval does not constitute a permit for, or an approval of, any violation of any of the provisions of the Land

Development Code, including the Building, Electrical, Plumbing, Mechanical, Residential Building, or Green Building Regulations, or any other ordinance of the City. Moreover, pursuant to that section, development permits, construction permits, or inspections presuming to give authority to violate or cancel the provisions of the Land Development Code, Building, Electrical, Plumbing, Mechanical, Residential Building, or Green Building Regulations or other ordinances of the City are not valid.

The Owner/Permittee has failed to carry out construction in accordance with the San Diego Municipal Code requirements for Building and Construction, and the California Building Code (CBC) regulations. The project review and approval was based on six (6) existing units where only two (2) should exist.

Construction that occurred as a result of the issuance of Building Permit No. 1329467 and Electrical Permit No. 1329470 have not complied with requirements of the San Diego Municipal Code and therefore, one or more of the conditions of the permit or approval have not been satisfied.

4. The use permitted by the permit or approval violates an applicable statute, ordinance, law, or regulations.

The use on the site has been intensified by converting a two (2) dwelling unit structure to a six (6) dwelling unit structure. Building Permit No. 1329467 and Electrical Permit No. 1329470 were issued to allow for a remodel of six (6) existing dwelling units. This conversion to six (6) dwelling units from two (2) dwelling units was done without proper permits, review and inspections. Separate permits are required by San Diego Municipal Code (SDMC) Sections 129.0202 and 129.0302 to create and intensify the use on the site for six (6) dwelling units. Separate permits should have been obtained prior to issuance of Building Permit No. 1329467 and Electrical Permit No. 1329470.

San Diego Municipal Code Sections 129.0202 and 129.0302 require a Building Permit and Electrical Permit, respectively, for the creation of six dwelling units from two dwelling units. Building Permit No. 1329467 and Electrical Permit No. 1329470 permitted a remodel to six (6) dwelling units that were never properly created and permitted. Approval of these permits the use on the site to violate ordinances, laws and regulations of the San Diego Municipal Code (SDMC) including but not limited to SDMC § 121.0302, 126.0101, 129.0202, 129.0111, 129.0302, 129.0314, and 129.0402.

In addition, the project, as a proposed 6 unit (2 existing, 4 new) development, would not meet the requirements of the underlying MCCPD-MR-1000 Zone, Airport Approach Overlay Zone, Airport Influence Area for San Diego International Airport, San Diego International Airport Safety Zone 3NE, the Residential Tandem Parking Overlay Zone, and the Transit Area Overlay Zone of the Uptown Community Plan. Therefore, the use permitted by the permit violates an applicable statute, ordinance, law, or regulations.

5. The use permitted by the permit or approval is detrimental to the public health, safety, or welfare or constitutes a public nuisance.

The City of San Diego has an established process for the review of Building and Electrical Permit applications for compliance with minimum standards necessary to safeguard life or limb, public health, property, and welfare. The intent of these procedures are to review the proposed design, construction methods, and type and quality of materials used for new construction or for construction involving existing structures.

The plans submitted by the applicant did not accurately represent the existing permitted status of the site. The plans depict an interior remodel for six (6) existing dwelling units. Only two (2) dwelling units should exist at the site. The site was originally developed as a two-story duplex structure per the County Assessor's Residential Building Record. There are no other subsequent permits that allowed for the construction and creation of any additional dwelling units on the site.

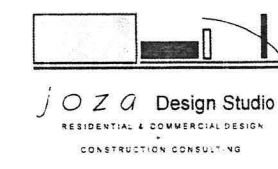
It is necessary for the City to first review, permit, and inspect the creation of additional dwelling units before the City reviews and permits a remodel of six dwelling units that were never properly permitted. Without first reviewing the creation of the additional dwelling units there is no way for the City of San Diego to ensure that minimum standards necessary to safeguard life or limb, public health, property, and welfare were incorporated into the design, construction methods, and type and quality of materials used for the creation of the additional dwelling units. The six (6) dwelling units that were never properly permitted are currently occupied by tenants. These tenants are utilizing dwellings that have not been properly permitted and inspected as new dwelling units, therefore the use permitted by Building Permit No. 1329467 and Electrical Permit No. 1329470 is detrimental to the public health, safety, and welfare.

BE IT FURTHER RESOLVED that, based on the findings hereinbefore adopted by the Hearing Officer, Building Permit No. 1329476 and Electrical Permit No. 1329470 are hereby revoked by the Hearing Officer.

Chris Larson, AICP
Development Project Manager
Development Services

Adopted on: May 27, 2015

Job Order No. 12002103



JORGE H. ZAMUDIO
Drafting Designer

3211 Camino de Suenos, San Diego, CA 92108
Tel: 619.454.3991 Fax: 619.257.7486
jozad@jozadesign.com
www.jozadesign.com

KALMIA APARTMENTS
135 W KALMIA ST
SAN DIEGO, CA 92102

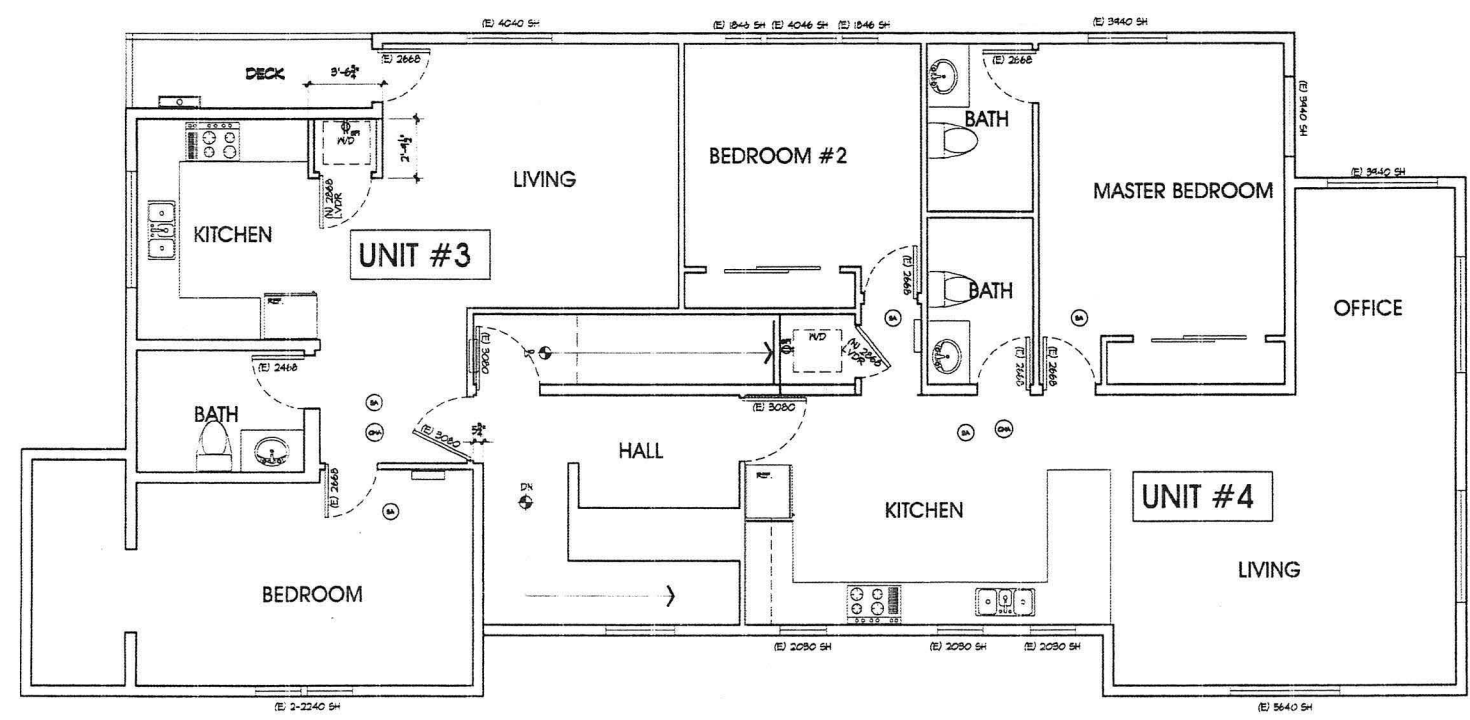
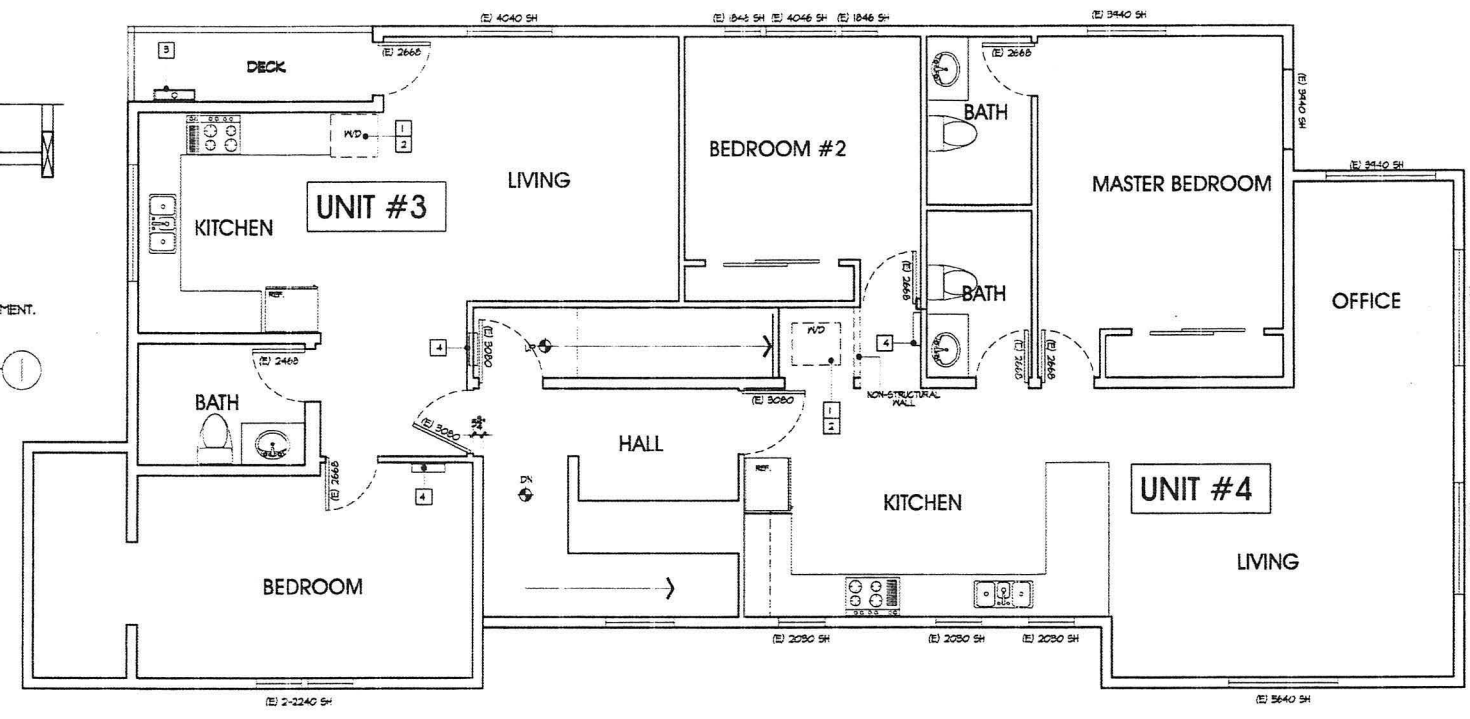
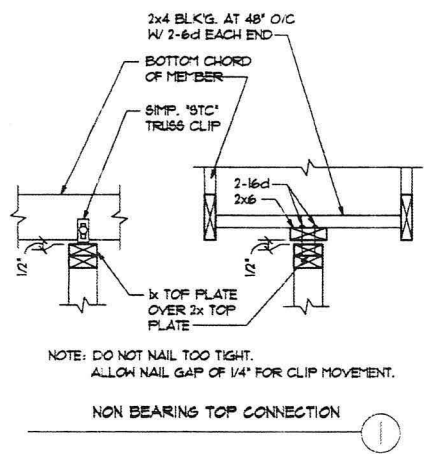
REVISIONS	DATE
	09.06.14

START DATE: _____
SUBMITAL DATE: _____
DRAWN BY: _____
APPROVED BY: _____
PROJECT NO. _____

EXISTING & PROPOSED SECOND FLOOR

SHEET NO.

A-2



WALL LEGEND

- WALLS TO BE REMOVED
- EXISTING WALLS TO REMAIN
- 2 x 4 NON-BEARING WALL @ 6" O.C.
- REPLACEMENT LIKE KIND 2x4 STUDS @ 6" O.C.
- 1 HR CEILING (ONE LAYER 5/8" TYPE 'X' 6"X6" ED ON SIDE WHERE SUPPORTING MEMBERS ARE OF DIMENSIONAL LUMBER SPACED 16" O.C. OR LESS, TWO LAYERS @ 12.5)
- ARCH ABOVE. SEE PLAN FOR SP. HP.
- AREA OF SOFFIT OR LOWERED CEILING
- RAISED CEILING. SEE PLAN FOR HEIGHT A.F.F.

GENERAL NOTES:

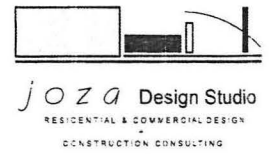
1. SMOKE ALARMS SHALL BE PROVIDED EVERY EXISTING AND NEW BEDROOM. (HAND WIRED W/ BATTERY BACK-UP)
1. INSTALLATION OF SMOKE ALARMS WILL COMPLY WITH CALIF. CODE REG. 4.
2. ALL WATER CLOSETS SHALL BE ULTRA LOW FLUSH
3. A MAX. OF 1.5 GAL./MIN. FOR FAUCETS.
4. A MAX. OF 2.0 GAL./MIN. FOR SHOWER HEADS.
5. PROVIDE MIXING VALVES AT SHOWER AS PER UPC SEC. 420
6. BATHROOMS REQUIRE EXHAUST FANS (MINIMUM 50 CFM) AND NOISE RATING ("SONET") (GENERALLY 3 "SONET" MAX. AS USED INTERMITTENTLY). ALL INSTALLED EXHAUST FANS MUST BE SPECIFIED AT A NOISE RATING OF A MAXIMUM "SONET" FOR THE INTERMITTENT USE.
7. ESPRESSO WINDOWS SHALL HAVE A MAX. OF 44" SILL HEIGHT.
8. NO CPVC STATE HEALTH & SAFETY CODE SEC. 1702.1.1 (d) @ 12" O.C. MAX.
10. ALL EXTERIOR AND INTERIOR WALLS ARE 2x4 @ 16" O.C. UNO. PER PLAN
11. MINIMUM CLEARANCES OF 5" FROM THE CENTER LINE OF WATER CLOSET & 24" IN FRONT OF WATER CLOSETS.
12. PERMANENT VACUUM BREAKERS SHALL BE INCLUDED WITH ALL NEW HOSE BIBBS.
13. STATE HEALTH & SAFETY CODE SEC. 1702.1.4 BANS THE USE OF CHLORINATED POLYVINYL CHLORIDE (CPVC) FOR INTERIOR WATER-SUPPLY PIPING.
14. TUB/SHOWER WALLS: COVER WALLS AND CEILING IN TUB & SHOWER COMPARTMENTS W/ 5/8" FELT. MATERIALS USED ON SUCH WALLS SHALL BE OF A TYPE NOT ADVERSELY AFFECTED BY MOISTURE.
15. CARBON MONOXIDE ALARMS SHALL BE INSTALLED IN DWELLING UNITS AND IN SLEEPING UNITS WITH BUILT-IN BURNING APPLIANCES ARE INSTALLED AND IN DWELLING UNITS THAT HAVE ATTACHED GARAGES. SEC. (R301.5)

NOTES:

1. NOTE: SLEEPING ROOMS MUST HAVE AN OPERABLE WINDOW OR EXTERIOR DOOR FOR EMERGENCY MEANS OF ESCAPE WHICH OPENS DIRECTLY ONTO PUBLIC STREET, ALLEY, YARD OR EXTERIOR COURTYARD. PROVIDE SILL HEIGHT NOT OVER 44" ABOVE FLOOR. 5.7 SQ. FT. OF OPERABLE AREA 24" NET CLEAR OPENING HEIGHT, 20" NET CLEAR OPENING WIDTH. (CALIF. CODE REG. 101.1 / 101.1.2 / 101.1.3)
2. WHEN THERE IS USABLE SPACE ABOVE AND BELOW THE CONCEALED SPACE OF FLOOR-CEILING ASSEMBLY IN A SINGLE-FAMILY DWELLING, DRAFT STOPS SHALL BE INSTALLED SO THAT THE AREA OF THE CONCEALED SPACE DOES NOT EXCEED 1000 SQUARE FEET. DRAFT STOPPING SHALL DIVIDE THE CONCEALED SPACE INTO APPROXIMATELY EQUAL AREAS. DRAFT STOPPING MATERIALS SHALL BE NOT LESS THAN 1/2" THICK GYP/SAM BOARD, 3/8" THICK STRUCTURAL PANEL, 3/8" THICK TYPE 2-4 PARTICLE BOARD, OR OTHER APPROVED MATERIALS ADEQUATELY SUPPORTED. (CALIF. CODE REG. 210.12)
3. ALL NEW GLAZING (PENETRATION) WILL BE INSTALLED WITH A CERTIFYING LABEL ATTACHED, SHOWING THE U-VALUE.
4. MANUFACTURED WINDOWS SHALL HAVE A LABEL, ATTACHED CERTIFIED BY THE NATIONAL PENETRATION RATING COUNCIL (NFRCA) AND SHOWING COMPLIANCE WITH ENERGY CALCULATIONS.

KEY NOTES:

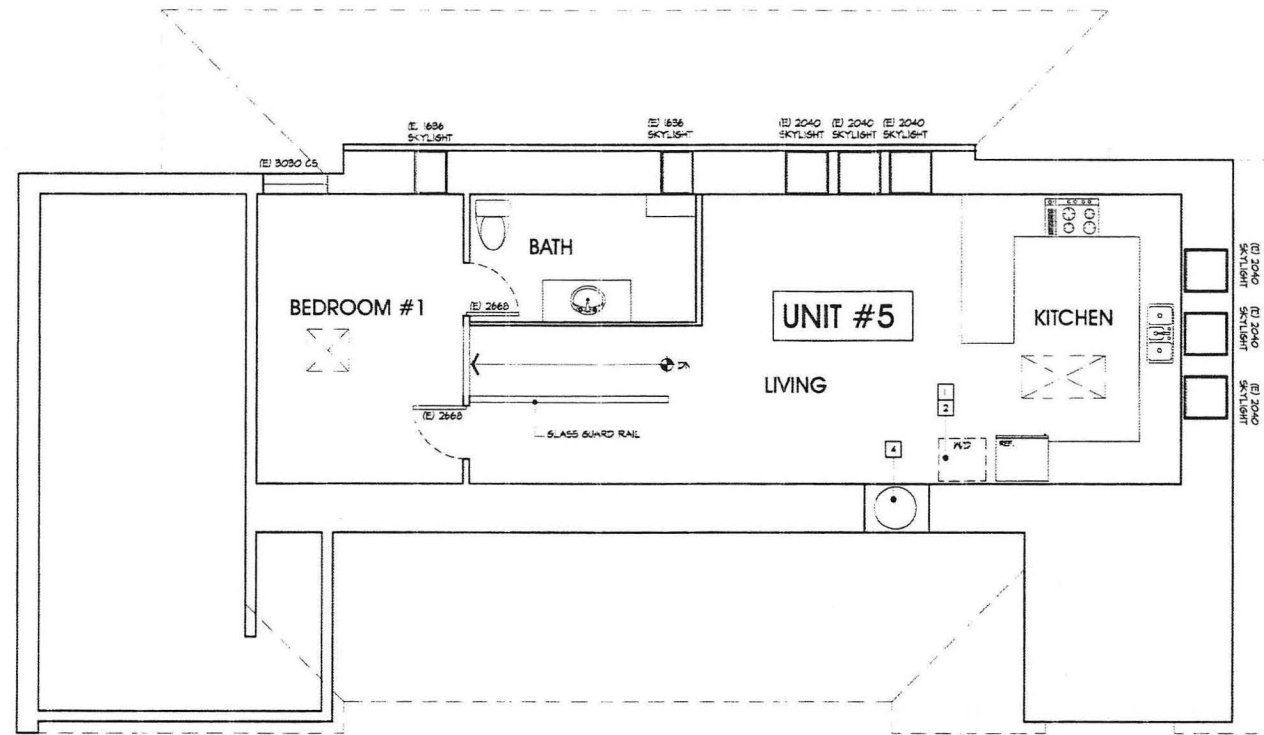
- 1 (E) WASHER SPACE. PROVIDE HOT AND COLD WATER AND PASTE.
- 2 (E) DRYER SPACE. 4" VENT TO EXTERIOR.
- 3 (E) TANKLESS W/ AQUASTAR 250 SX
- 4 (E) SUB PANEL.



RESIDENTIAL & COMMERCIAL DESIGN
CONSTRUCTION CONSULTING

JORGE H. ZAMUDIO
Principal Designer

3211 Paseo de Tuxtepec, National City, CA 91560
Tel: 619-424-2891 Fax: 619-287-1486
joza@jozadesign.com
www.jozadesign.com



EXISTING THIRD FLOOR
SCALE: 1/4" = 1'-0"

WALL LEGEND

- WALLS TO BE REMOVED
- EXISTING WALLS TO REMAIN
- 2 x 4 NON-BEARING WALL @ 8' O.C.
- REPLACEMENT LIKE KIND 2x4 STUDS @ 16" O.C.
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- ARCH ABOVE. SEE PLAN FOR SP, HP.
- AREA OF SOFFIT OR LOWERED CEILING
- /// RAISED CEILING. SEE PLAN FOR HEIGHT A.F.F.

GENERAL NOTES:

1. SMOKE ALARMS SHALL BE PROVIDED EVERY EXISTING AND NEW BEDROOM (HARD WIRED W/ BATTERY BACK-UP) (INSTALLATION OF SMOKE ALARM WILL COMPLY WITH CRC SEC. R301.4)
2. ALL WATER CLOSETS SHALL BE "ULTRA LOW FLUSH"
3. A. MAX. OF 1.5 GALS/ MIN. FOR FACETS.
4. A. MAX. OF 2.0 GALS/ MIN. FOR SHOWER HEADS.
5. PROVIDE MIXING VALVES AT SHOWER AS PER UPC SEC. 420
6. BATHROOMS REQUIRE EXHAUST FANS (MINIMUM 30 CFM) CFM AND NOISE RATING ("SOUND" (GENERALLY 5 SONE MAX.) AS USED INTERMITTENTLY). ALL INSTALLED EXHAUST FANS MUST BE SPECIFIED AT A NOISE RATING OF A MAXIMUM "1 SONE" FOR THE CONTINUOUS USE OR MAXIMUM 3 "SONE" FOR THE INTERMITTENT USE.
7. ESPRESSO WINDOWS SHALL HAVE A MAX. OF 44" SILL HEIGHT.
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13. TUB/SHOWERS WALLS: COVER WALLS AND CEILING IN TUB & SHOWER COMPARTMENTS W/ SP. FELTS. MATERIALS USED ON SUCH WALLS SHALL BE OF A TYPE NOT ADVERSELY AFFECTED BY MOISTURE.
14. CARBON MONOXIDE ALARMS SHALL BE INSTALLED IN DWELLING UNITS AND IN SLEEPING UNITS HIGH FUEL-BURNING APPLIANCES ARE INSTALLED AND IN DWELLING UNITS THAT HAVE ATTACHED GARAGES, SEC. (R303.1)

NOTES:

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2. WHEN THERE IS USABLE SPACE ABOVE AND BELOW THE CONCEALED SPACE OF FLOOR-CEILING ASSEMBLY IN A SINGLE-FAMILY DWELLING, DRAFT STOPS SHALL BE INSTALLED SO THAT THE AREA OF THE CONCEALED SPACE DOES NOT EXCEED 1000 SQUARE FEET. DRAFT STOPPING SHALL DIVIDE THE CONCEALED SPACE INTO APPROXIMATELY EQUAL AREAS. DRAFT STOPPING MATERIALS SHALL BE NOT LESS THAN 1/2 INCH GYPSUM BOARD, 3/8 INCH WOOD STRUCTURAL PANEL, 3/8 INCH TYPE S-M PARTICLE BOARD, OR OTHER APPROVED MATERIALS ADEQUATELY SUPPORTED (NEC 708.3 NEC 210-12)
3. ALL NEW GLAZING (PENETRATION) WILL BE INSTALLED WITH A CERTIFYING LABEL ATTACHED, SHOWING THE U-VALUE.
4. MANUFACTURED WINDOWS SHALL HAVE A LABEL ATTACHED CERTIFIED BY THE NATIONAL PENETRATION RATING COUNCIL (NPRC) AND SHOWING COMPLIANCE WITH ENERGY CALCULATIONS

KEY NOTES:

- 1. W/ WASHER SPACE. PROVIDE HOT AND COLD WATER AND PASTE.
- 2. W/ DRYER SPACE. 4" VENT TO EXTERIOR.
- 3. W/ TANKLESS WH AGUASTAR 250 SX
- 4. W/ 30 GAL WH

KALMIA APARTMENTS
135 W KALMIA ST
SAN DIEGO, CA 92102

REVISIONS DATE

09.08.14

START DATE

SUBMITAL DATE

DRAWN BY

APPROVED BY

PROJECT NO.

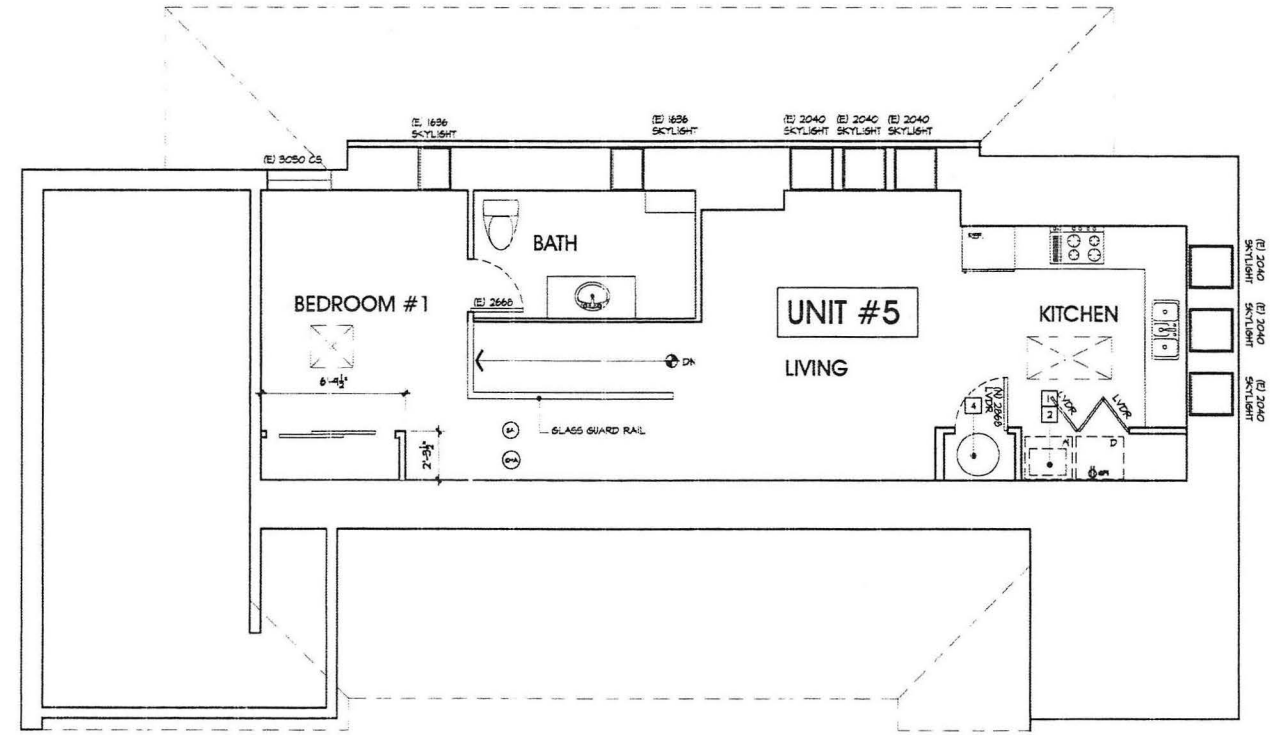
J o z a Design / Jorge H. Zamudio
Principal Designer

J o z a Design / Jorge H. Zamudio
Principal Designer

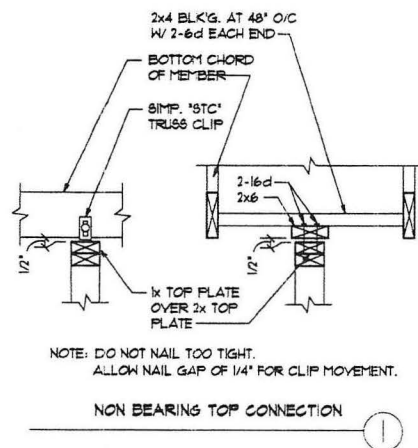
EXISTING & PROPOSED
THIRD FLOOR

SHEET NO.

A-3



PROPOSED THIRD FLOOR
SCALE: 1/4" = 1'-0"



NOTE: DO NOT NAIL TOO TIGHT.
ALLOW NAIL GAP OF 1/4" FOR CLIP MOVEMENT.

NON-BEARING TOP CONNECTION

§121.0313 Permit Revocation Authority and Procedures

Except as otherwise provided, if the City Manager determines that there has been a violation of the terms, conditions, lawful requirements, or provisions of any *development permit*, *construction permit*, or approval issued by the City, the City Manager may, in addition to any other remedies provided in Municipal Code Chapter 1 or in this division, issue a notice of intent to revoke the permit or approval to the *permit holder*. The notice of intent to revoke shall inform the *permit holder* of the violation and provide a reasonable time for compliance with the applicable conditions or regulations. If the *permit holder* fails to correct the violations outlined in the notice of intent to revoke within the specified period of time, the City Manager may schedule a hearing to revoke or modify the permit or approval.

§121.0314 Permit Revocation Hearing Procedures

The hearing provisions of Process Three, in addition to the requirements of this section, apply when determining whether to revoke or modify a *development permit*, a *construction permit*, or any other approval.

(a) Notice. The City Manager shall mail a notice of the revocation hearing to the *permit holder* and to any persons who request the notice at least 10 *business days* before the date of the revocation hearing. A Notice of Application is not required.

(b) Presentation of Evidence. The City Manager shall present evidence of any violations at the hearing, and the *permit holder* shall be provided a reasonable opportunity to rebut the evidence.

(c) *Findings*. The permit or approval may be revoked or modified if the Hearing Officer finds any of the following:

- (1) The permit or approval was obtained by misrepresentation or fraud;
- (2) The permit or approval was approved in error;
- (3) One or more of the conditions of the permit or approval have not been satisfied or have been violated;
- (4) The use permitted by the permit or approval violates an applicable statute, ordinance, law, or regulation; or
- (5) The use permitted by the permit or approval is detrimental to the public health, safety, or welfare or constitutes a *public nuisance*.

§121.0316 Recordation of Permit Revocation or Modification

(a) If a permit is revoked, the City shall forward a copy of the declaration of the decision maker revoking the permit to the County Recorder for recordation. Upon recording of the declaration, the permit shall be void.

(b) If the permit is modified, the City shall forward a copy of the permit, as modified, to the County Recorder for recordation.

§121.0302 Required Compliance with the Land Development Code

(a) It is unlawful for any person to maintain or use any *premises* in violation of any of the provisions of the Land Development Code, without a required permit, contrary to permit conditions, or without a required variance.

(b) It is unlawful for any person to engage in any of the following activities, or cause any of the following activities to occur in a manner contrary to the provisions of the Land Development Code:

(1) To erect, place, construct, convert, establish, alter, use, enlarge, repair, move, remove, equip, maintain, improve, occupy, or demolish any *structures*;

(2) To *grade*, excavate, clear, *fill*, grub, build an embankment, construct slopes, or disturb sensitive natural or biological resources on any *lot* or *premises*; or

(3) To change *density* or intensity of the use of land; or

(4) To maintain or allow the existence of any condition that creates a *public nuisance*.

(c) It is unlawful for any person, whether as owner, architect, contractor, or otherwise to engage in any of the following activities:

(1) To install any electrical wiring, device, appliance, or equipment in such a manner that it does not comply with the provisions of the Land Development Code;

(2) To maintain an electrical system that was not installed in accordance with the Land Development Code, or that, notwithstanding compliance with the Land Development Code, is maintained in an unsafe condition as determined by the designated Code Enforcement Official;

(3) To sell, offer for sale, lend, rent, or dispose of by gift or premium any electrical material, device, or appliance designed or intended for attachment directly or indirectly to any electrical system, circuit, or electrical service for light, heat, or power in the City of San Diego, unless the electrical material, device, or appliance complies with the provisions of the Land Development Code; or

(4) To install or modify any device, *structure*, or addition that will cause a capacity demand greater than the existing electrical, plumbing, mechanical, or structural system was designed and approved to handle.

(d) It is unlawful for any person, firm, or corporation to erect, install, alter, repair, relocate, add to, replace, use, or maintain plumbing, heating, ventilating, air conditioning, or refrigeration equipment, or cause the same to be done, contrary to or in violation of any provision of the Land Development Code.

(e) Maintenance of plumbing, heating, ventilating, air conditioning, or refrigeration equipment that was unlawful at the time it was installed shall constitute a continuing violation of the Land Development Code. Existing plumbing, heating, ventilating, air conditioning, and refrigeration equipment, however, shall be deemed to have conformed with applicable law in effect at the time of installation if the Building Official or designated Code Enforcement Official determines that the existing equipment is currently in good and safe condition and is working properly. The existing equipment may be retained and used in connection with alterations or repairs if it has been determined to be properly maintained in good and safe condition.

(f) The Building Official may disconnect or cease the operation of gas or electrical services when a *structure* is not occupied or is unfit or unsafe for occupancy.

(g) When any *structure* or *premise* has been inspected by the Building Official or designated Code Enforcement Official and the new or existing plumbing, heating, ventilating, air conditioning, or refrigeration is found to be defective, hazardous, or in violation of the provisions of the Land Development Code, the Building Official may abate such conditions or *structures* in accordance with the provisions of Chapter 12, Article 1, Division 4 (Procedures for Abatement of Unsafe, Dangerous, or Substandard Structures).

(h) Any *structure* that is proposed for relocation that has been damaged, has had portions removed, has been cut into sections, or has been otherwise structurally altered after the pre-relocation examination may be considered a substandard *structure* or nuisance and may be abated in accordance with the Land Development Code.

(f) A survey of the *lot* may be required to verify that the *structure* is located in accordance with the approved plans.

(g) A final inspection, with approval of all *structures* and installations, is required before occupancy and use, unless specifically excepted. If *grading* is involved, final inspection shall be after finish *grading*.

§129.0202 When a Building Permit Is Required

(a) No *structure* regulated by the Land Development Code shall be erected, constructed, enlarged, altered, repaired, improved, converted, permanently relocated or partially demolished unless a Building Permit has first been obtained from the Building Official, except as exempted in Sections 129.0202(b) and 129.0203.

(b) Separate Building Permits are not required for a dwelling and associated *accessory structures* located on the same property and described in the Building Permit application, plot plan, and other drawings.

(c) The placement of factory-built housing, meaning one or more factory-assembled components comprising a single *structure* suitable for human occupancy that is brought to the job site for connection to a foundation, requires a Building Permit in accordance with this division.

§129.0302 When an Electrical Permit Is Required

No electrical wiring, device, appliance, or equipment shall be installed within or on any *structure* or *premises* nor shall any alteration, addition, or replacement be made in any existing wiring, device, appliance, or equipment unless an Electrical Permit has been obtained for the work, except as exempted in Section 129.0303.

§129.0314 Required Inspections for an Electrical Permit

All construction work and equipment authorized by an Electrical Permit shall be inspected by the Building Official in accordance with Section 129.0111. Inspections that may be required are established by the Building Official..

§129.0402 When a Plumbing/Mechanical Permit Is Required

(a) No plumbing system, or portion of a plumbing system, shall be installed within or on any *structure* or *premises*, nor shall any alteration, addition, or replacement be made in any existing plumbing system unless a Plumbing/Mechanical Permit has been obtained for the work except as exempted in Section 129.0403.

(b) No heating, ventilating, air conditioning, or refrigeration system or part thereof shall be installed, altered, replaced, or repaired unless a Plumbing/Mechanical Permit has been obtained for the work except as exempted in Section 129.0404.

(i) The City may take any appropriate enforcement action to abate a *public nuisance*, despite the issuance of any permits to maintain, alter, expand, demolish, or reconstruct a *structure*, or to operate or resume operation of a use.

§121.0308 No Permission to Violate Codes

(a) The issuance or granting of any *development permit* or *construction permit* or any plan, specifications, computations, or inspection approval does not constitute a permit for, or an approval of, any violation of any of the provisions of the Land Development Code, including the Building, Electrical, Plumbing, Mechanical, Residential Building, or Green Building regulations, or any other ordinance of the City. *Development permits, construction permits, or inspections* presuming to give authority to violate or cancel the provisions of the Land Development Code, Building, Electrical, Plumbing, Mechanical, Residential Building, or Green Building Regulations or other ordinances of the City are not valid.

(b) The issuance of a *development permit* or *construction permit* based on plans, specifications, and other data does not prevent the City Manager from subsequently requiring the correction of errors in the plans, specifications, and other data or the Building Official from stopping building operations that are in violation of the Land Development Code or any other applicable law.

§126.0101 Purpose of Development Review Procedures

The purpose of these procedures is to provide a review for the types of *developments* where the applicable regulations may need to be supplemented by project-specific conditions. Development review is not required for all projects. When development review is required, the intent is to provide review at the conceptual or schematic design stage preceding issuance of *construction permits*. A variety of *development permits* are provided with varying levels of review to address the variety in size, location, and complexity of *developments* throughout the City.

§129.0111 General Rules for Construction Permit Inspections

All work for which Building Permits, Electrical Permits, Plumbing Permits, Demolition/Removal Permits, Fire Permits and Mechanical Permits are issued shall be subject to inspection by the Building Official. The Building Official is authorized to inspect, or cause to be inspected, the work prior to and subsequent to the issuance of the applicable permit or permits. Inspections shall be performed in accordance with the inspection procedures established by the City Manager, except as may be exempted by the Land Development Code.

(a) The *permit holder* shall be informed of the inspections and the sequence of inspections required.

(b) No work shall be done beyond the point indicated in each successive inspection without first obtaining the approval of the Building Official.

(c) No portion of any work shall be concealed until inspected and approved.

(d) After making the requested inspections, the Building Official shall either indicate that the inspected portion of the construction is satisfactory as completed or shall notify the *permit holder* or an agent of the *permit holder* that the inspected portion fails to comply with the Building, Electrical, Plumbing, Mechanical, Residential Building or Green Building Regulations of the San Diego Municipal Code, or with other applicable regulations of the Municipal Code.

(e) Any portions of work that do not comply with requirements shall be corrected and such portion shall not be covered or concealed until inspected and authorized by the Building Official.



THE CITY OF SAN DIEGO

JANUARY 2014

LAND DEVELOPMENT MANUAL

Volume I, Chapter 1

Project Submittal Requirements

Section 2

Construction Permits – Structures (Commercial, Industrial, Multi-Family, etc)

DEVELOPMENT SERVICES DEPARTMENT
1222 FIRST AVENUE, MS 301, SAN DIEGO, CA 92101-4101
CALL (619) 446-5300 FOR APPOINTMENTS AND (619) 446-5000 FOR INFORMATION

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PROJECT SUBMITTAL REQUIREMENTS

application for a building permit, or 2) an application for a Business Tax Certificate. When the proposal for a new use on a property does not require a building permit, a separate "Limited Use/Zoning Use Certificate" application for those uses identified on the Submittal Matrix will be required.

Completeness Review

It is necessary to evaluate all projects being submitted to ensure that all of the required information is provided in order to review the project. This is known as the Completeness Review. In most cases the completeness review may be done while you wait. Once it is determined that your submittal documents are complete and the appropriate plan check fees are paid, your application is deemed complete and your project is distributed for review.

Complex projects (identified below) and projects requesting express plan checks may need to go through a submitted completeness review. The submitted completeness review allows staff more time to review the plans/documents for the required details, customize the number of copies needed and set up the project for review. The submitted completeness review typically takes (5) working days. Bring one copy of all plans/documents as identified in the Submittal Requirements Matrix for completeness review.

After the completeness review, staff will notify the applicant via FAX, E-mail or US Mail whether the application is ready for full submittal or whether additional information/clarification is required. Complex Projects:

- Commercial/Office buildings over 3 stories
- Assembly occupancies (churches, schools, restaurants with multiple dining rooms, etc.)
- Multi-family more than 3 units
- Multiplex movie theaters/auditoriums
- Hi-rise buildings
- Commercial Parking Structures over 3 stories
- Shopping Centers over 3 stories
- Partial permits for any of the above projects (See "Partial Projects")

- Covered mall buildings
- Buildings containing atriums

Partial Projects

Submittal of partial permit projects (see [Building Newsletter 1-5](#)) is allowed for the following:

- Footings and slab on grade
- Foundation and walls below the podium slab when the building supported by the podium slab is of wood construction
- Complete foundation and framing system only

Submittal of partial permits other than those listed above must have prior approval by a Structural Engineering Senior. This approval may be obtained through a Preliminary Review process (see [Information Bulletin 513](#) "Preliminary Review").

Guaranteed Second Opinion

If for any reason you disagree with the results of your completeness review, just want some confirmation or to voice a concern, just ask for a second opinion. We guarantee a second opinion upon request.

Active Project Management

An Active Project Manager will be assigned to projects when an applicant requests a customized review or approval process. It is to be noted that assigning an Active Project Manager will not guarantee the request will be allowed to proceed.

Applicants also have the option of requesting an Active Project Manager to be assigned to their project. All requests should be submitted and approved prior to acceptance of any construction documents. To request an Active Project Manager, please contact Project Management Workload Manager at DSDMinisterialPM@sandiego.gov or by calling (619)557-7998.

This service requires a deposit into a Deposit Trust Fund account. For more information regarding Project Management Services and related fees, see [Information Bulletin 501](#).

Section

2

Construction Permits – Structures (Commercial, Industrial, Multi-Family, etc.)

Introduction

Construction permit review is a review of construction plans. The review is ministerial in that the permit is approved if the regulations are met, or denied if the regulations are not met. This section covers submitted construction permit applications that are issued for the construction or improvements to buildings and other structures. **Note:** A Building Permit for a construction permit application must be issued within one year of the deemed complete date (LDC Section 129.0211).

Prior to beginning the preparation of a construction permit submittal, refer to the Important Steps to Project Approval in Section 1 of this Manual for essential information that can save you time in the project submittal process. Section 1, Guide to the Project Submittal Process, will identify those projects which may be reviewed over-the-counter, as well as provide information to help you determine if other permits are required prior to the submittal for a construction permit.

Submittal Requirements

The Submittal Matrix and the Minimum Submittal Requirements Checklist found in this section identify the forms, documents and plans that are required for building permits, electrical permits (not associated with a building permit), and plumbing/mechanical permits (not associated with a building permit). The plan quantities indicated on

LAND DEVELOPMENT MANUAL PROJECT SUBMITTAL PROCESS

<u>Section 1</u>	Guide to the Project Submittal Process
<u>Section 2</u>	Construction Permits – Structures
<u>Section 2A</u>	Single Dwelling Unit/Duplex/Townhomes and Accessory Structures
<u>Section 3</u>	Construction Permits - Grading and Public Right-of-Way
<u>Section 4</u>	Development Permits/Approvals
<u>Section 5</u>	Subdivision Approvals
<u>Section 6</u>	Policy Approvals

the Submittal Matrix are estimated based upon project type. To establish exact quantities prior to submittal, phone (619) 446-5300 to schedule a pre-submittal meeting. At the pre-submittal meeting, staff will review the plans/documents and determine the number of copies needed for distribution. The Submittal Requirements Checklist provides a detailed description of what the content of each of the required forms, documents, and plans must be. All items noted in the checklist must be provided unless not specifically required by the Submittal Matrix or the Checklist.

The Municipal Code permits certain uses with limitations. These are identified as a “limited” (“L”) use in the Use Regulations Tables in Chapter 13, Article 1, Divisions 1-6 (Base Zones). These limitations may restrict uses to certain locations or may be subject to compliance with supplemental regulations. In most cases, compliance with the limited use regulations is reviewed concurrently with 1) an



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Submittal Requirements Matrix Construction Permits – Structures

APPROVAL TYPE	SUBMITTAL REQUIREMENTS (See Legend at Bottom of Page)																	
<p>See Minimum Submittal Requirements Checklist, Construction Permits - Structures for detailed submittal requirements. Note: Some documentation and plan information may be combined into single documents or shown on the same plans if the required information is clearly identified.</p> <p>The plan quantities indicated are estimated based upon approval type. To establish the exact number of copies needed prior to submittal, phone (619) 446-5300 to schedule a pre-submittal meeting.</p>	1.0	2.0	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10.0	11.0	12.0	13.0	14.0	15.0	16.0	17.0	18.0
	General Application Package	Historical Resources Information	General Requirements - All Plans	Site Plan Package	Architectural Package	Structural Package	Mechanical/Plumbing Plans	Electrical Plans	Landscape Construction Package	Title 24 Energy Documentation	Structural Calculations	Truss Calculations and Plans	Geotechnical Investigation Report	Smoke Control Report	Fire Alarm	Fire Sprinkler	Noise Study	Fees [501]
BUILDING PERMIT (129.0202)																		
Accessory Structure (Retaining Wall, Fence, etc.)	1	(1*)	✓	4	4	4			(4)		(1)		(2)					✓
Commercial Coaches		See Information Bulletin 240 "How to Obtain a Permit for Commercial Coaches"																
Commercial Tenant Improvement/Interior Alteration	1	(1*)	✓	6	6	(6)	(6)	(6)		(1)	(1)				(1*)	(1*)	(1*)	✓
Complex Projects (for description of complex projects see page 2-2)	1	(1*)	✓	1	1	1	(1)	(1)	(1)	(1)	(1)	(1)	(2)	(1)	(1*)	(1*)	(1*)	✓
Non-Residential Buildings (New)	1	(1*)	✓	12	12	12	(12)	(12)	(12)	(1)	(1)	(1)	(2)		(1*)	(1*)	(1*)	✓
Non-Residential Buildings (Addition)	1	(1*)	✓	8	8	8	(8)	(8)	(8)	(1)	(1)	(1)	(2)		(1*)	(1*)	(1*)	✓
Parking Lots (adding 4 or more parking spaces) (142.0505, 142.0402)	1	(1*)	✓	4					4									✓
Partial Permits (Foundations, Structural Frame) (Building Newsletter 1-5)	1	(1*)	✓	10	10	10	(10)	(10)	(10)	(1)	(1)	(1)	(2)		(1*)	(1*)	(1*)	✓
Relocated Structure (129.0220)	1	(1*)	✓	6	6	6			(6)				(2)		(1*)	(1*)	(1*)	✓
Residential - Multiple Unit Dwellings (New)	1	(1*)	✓	13	13	13	13	13	(13)	1	(1)	(1)	(2)		(1*)	(1*)	(1*)	✓
Residential - Multiple Unit Dwellings (Addition)	1	(1*)	✓	9	9	9	9	9	(9)	1	(1)	(1)	(2)		(1*)	(1*)	(1*)	✓
LEGEND:	1 = Number of Copies Required (1) = Number of Copies Required if project meets the conditions as identified within the Minimum Submittal Requirements Checklist ✓ = Applies to all Plans required (1*) = Additional set of construction plans is required in addition to the minimum quantity shown under item 4.0 through 8.0 (142.042) = Land Development Code Section Reference																	

PROJECT SUBMITTAL REQUIREMENTS



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Submittal Requirements Matrix
Construction Permits – Structures

APPROVAL TYPE	SUBMITTAL REQUIREMENTS (See Legend at Bottom of Page)																	
<p>See Minimum Submittal Requirements Checklist, Construction Permits - Structures for detailed submittal requirements. Note: Some documentation and plan information may be combined into single documents or shown on the same plans if the required information is clearly identified.</p> <p>The plan quantities indicated are estimated based upon approval type. To establish the exact number of copies needed prior to submittal, phone (619) 446-5300 to schedule a pre-submittal meeting.</p>	1.0 General Application Package	2.0 Historical Resources Information	3.0 General Requirements - All Plans	4.0 Site Plan Package	5.0 Architectural Package	6.0 Structural Package	7.0 Mechanical/Plumbing Plans	8.0 Electrical Plans	9.0 Landscape Construction Package	10.0 Title 24 Energy Documentation	11.0 Structural Calculations	12.0 Truss Calculations and Plans	13.0 Geotechnical Investigation Report	14.0 Smoke Control Report	15.0 Fire Alarm	16.0 Fire Sprinkler	17.0 Noise Study	18.0 Fees [501]
Sidewalk Café (141.0621)	See Information <u>Bulletin 523</u> , "How to Obtain a Permit for Sidewalk Café"																	
Spray Booth	1	(1*)	✓	5	5	(1)					(1)				(1*)	(1*)		✓
Temporary Construction Permit (129.0117)	1	(1*)	✓	7	7	7	(7)	(7)			(1)							✓
DEMOLITION/REMOVAL PERMIT (129.0502)	See Information <u>Bulletin 710</u> "Permit Instructions/Procedures for Building Demolition/Removal"																	
ELECTRICAL PERMIT (not associated w/Building Permit) (129.0302)	1	(1*)	✓	2	(2)			2										✓
Electrical Vehicle Charging System	See Information <u>Bulletin 187</u> , "How to Obtain a Permit for Electrical Vehicle Charging Systems"																	
Solar Photovoltaic System	See Information <u>Bulletin 301</u> , "How to Obtain a Permit for Solar Photovoltaic Systems"																	
LIMITED USE/ZONING USE CERTIFICATES (123.0302):																		
Adult Entertainment Establishments	See Information <u>Bulletin 144</u> , "Adult Entertainment Establishments"																	
Alcoholic Beverage Outlets	See Information <u>Bulletin 143</u> , "Permitting Requirements for Alcoholic Beverage Establishments"																	
PLUMBING/MECHANICAL PERMIT (not associated w/Building Permit) (129.0402)	1	(1*)	✓	2	2		2											
SIGN PERMIT (129.0802)	See Information <u>Bulletin 111</u> , "General Procedures Sign Plan Check to Permit Issuance"																	

LEGEND: 1 = Number of Copies Required (1) = Number of Copies Required if project meets the conditions as identified within the Minimum Submittal Requirements Checklist
 ✓ = Applies to all Plans required (1*) = Additional set of construction plans is required in addition to the minimum quantity shown under item 4.0 through 8.0
 (142.042) = Land Development Code Section Reference

ATTACHMENT 8



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Submittal Requirements Matrix

Construction Permits – Structures

APPROVAL TYPE	SUBMITTAL REQUIREMENTS (See Legend at Bottom of Page)																	
<p>See Minimum Submittal Requirements Checklist, Construction Permits - Structures for detailed submittal requirements. Note: Some documentation and plan information may be combined into single documents or shown on the same plans if the required information is clearly identified.</p> <p>The plan quantities indicated are estimated based upon approval type. To establish the exact number of copies needed prior to submittal, phone (619) 446-5300 to schedule a pre-submittal meeting.</p>	18.0 Fees [501]	17.0 Noise Study	16.0 Fire Sprinkler	15.0 Fire Alarm	14.0 Smoke Control Report	13.0 Geotechnical Investigation Report	12.0 Truss Calculations and Plans	11.0 Structural Calculations	10.0 Title 24 Energy Documentation	9.0 Landscape Construction Package	8.0 Electrical Plans	7.0 Mechanical/Plumbing Plans	6.0 Structural Package	5.0 Architectural Package	4.0 Site Plan Package	3.0 General Requirements - All Plans	2.0 Historical Resources Information	1.0 General Application Package
TEMPORARY USE PERMIT (123.0401)	See Information Bulletin 533 , "How to Obtain a Temporary Use Permit"																	
FIRE ALARMS	See Information Bulletin 137 , "How to Obtain a Permit for Fire Alarm Systems"																	
FIRE SPRINKLERS	See Information Bulletin 139 , "How to Obtain a Permit for Fire Sprinkler Systems"																	
LEGEND: 1 = Number of Copies Required (1) = Number of Copies Required if project meets the conditions as identified within the Minimum Submittal Requirements Checklist ✓ = Applies to all Plans required (1*) = Additional set of construction plan is required in addition to the minimum quantity shown under item 4.0 through 8.0 (142.042) = Land Development Code Section Reference																		

PROJECT SUBMITTAL REQUIREMENTS



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Minimum Submittal Requirements Checklist Construction Permits – Structures

This checklist must be used in conjunction with the Submittal Requirements Matrix. The Submittal Requirements Matrix establishes the documents/plans that are required and the minimum quantity that must be provided, based upon the approval you are applying for. Acceptance of projects for review by the City of San Diego depends upon the accuracy and completeness of the submitted plans and documents. This Minimum Submittal Requirements Checklist establishes the minimum details that must be included in all plans and documents required by the City. Staff will review your documents against this checklist. The design professional should use this checklist when preparing project packages for review. Plans or documents missing any of the required detail will not be deemed complete (accepted into plan check). Additional information or clarification may be requested during the review process or prior to permit issuance.

Where the word “**Conditional**” appears before the document and/or detail, this information will be required if those conditions are applicable to the proposed project. Where the word “**Recommended**” appears before the document and/or detail, the information is provided as a suggestion for improving the review process and is not required to accept your project for review. However, the recommended items may be a plan check correction item and required to be submitted for subsequent reviews. It is recommended that you provide the documents and information to reduce the number of review cycles. All other detail are required unless not applicable to your project.

Item No.	Requirements
1.0	GENERAL APPLICATION PACKAGE
1.1	General Application (DS-3032)
1.2	Conditional - Water Meter Data Card (DS-16): Must be completed and submitted for any project that includes new plumbing fixtures or in the case of commercial construction removed plumbing fixtures. A separate card must be completed for each new or modified water meter. Both new and existing fixtures (if any) must be listed on each card.
1.3	Conditional - San Diego Regional Hazardous Materials Questionnaire (HM-9171): All non-residential projects must have an approved San Diego Regional Hazardous Materials Questionnaire Form at the time of permit issuance.
1.4	Conditional - Hazardous Materials Reporting Form (DS-165): All non-residential projects must have a completed Hazardous Materials Reporting Form at the time of project submittal. This information is used to determine the occupancy classification of the proposed structure(s). Refer to Information Bulletin 116, “Disclosure Requirements for Hazardous Materials” for more information.
1.5	Conditional - High Piled Stock Combustible Storage Form (DS-164): Must be completed for any storage racks over 6 feet in height.
1.6	Conditional - Concurrent Processing Agreement: If the construction project review is being concurrently processed with another policy or development permit/approval, provide a copy of the signed Concurrent Processing Agreement. To obtain this agreement contact your Development Project Manager.
1.7	Conditional - Storm Water Requirements Applicability Checklist (DS-560): Must be completed for all projects except interior alterations.
1.8	Conditional - Affordable Housing Requirements Checklist (DS-530): Required for all residential projects proposing 2 or more units.
1.9	Conditional - Child Care Center Hazardous Materials Substance Approval Form (DS-527): Must be completed for projects proposing a Child Care Center.

PROJECT SUBMITTAL REQUIREMENTS

Item No.	Requirements
1.10	Recommended - Photographic Survey: Projects proposing new structures or additions to existing structures on sites that contain Environmentally Sensitive Lands (steep slopes, sensitive biological resources) shall provide a Photographic Survey. <u>Color</u> photographs must be taken from the project boundaries at four or more locations, with on and off site views, <u>within at least 50 feet of the property line</u> , including any slopes. The number of photographs will vary depending on the size of the project site; however, the quantity must be sufficient to adequately view the entire site. The photo survey should include views for evaluating factors such as the need for brush management, environmental adjacency issues, and/or comparisons between the proposed project and the existing neighboring properties. The photographs must be in <u>color</u> (minimum size 3"x5" and maximum size of 8"x10") and may be provided on a CD-R. Include a key map indicating the location and direction each photograph was taken. CD-R should be labeled "Photos."
2.0	HISTORICAL RESOURCES INFORMATION
2.1	Conditional – Potential Historical Resource: If the project site contains a structure that is 45 or more years old AND is not a designated Historic Site / Structure or within a Historical District, see <u>Information Bulletin 580</u> (Potential Historical Resource Review) for submittal requirements.
2.2	Conditional – Designated Historical Site or District: If the project site / structure is designated Historical OR located within a Historical District, see <u>Information Bulletin 581</u> (Designated Historical Resource Review) for submittal requirements.
3.0	GENERAL REQUIREMENTS - ALL PLANS -
3.1	<p>Development Summary: Provide, in a table format, the following information on the first sheet of the plans:</p> <ul style="list-style-type: none"> • Bullet point narrative that details the project's complete scope of work, including all existing and proposed improvements. Clearly identify partial approvals, such as foundation, substructure, and shell buildings. • Sheet Index – List of all the sheets included in the plan package • Project Team - List name and phone number of all design professionals including engineers, architects, designers • Legal description and Assessor Parcel Number(s) for the property on which the development is proposed. • List owner's name(s) and address(es). • Existing and proposed uses. • Zoning designation and/or overlay zone designations (Coastal, Coastal Height Limit, Airport Influence Area, etc.). • Any approved development permits (discretionary permits) for the project • Type of Construction of existing and proposed structures per the California Building Code. • Occupancy Classification(s), existing and proposed, per the California Building Code. • The Building Code year used for the design of the project. • The number of stories (existing and proposed). • The height of the building (existing and proposed). • The gross floor area and floor area ratio (if applicable), total new floor area added, total existing floor area to remain per story. • Condition of soil (undisturbed, compact fill, or loose fill) when the proposed construction includes new foundations. • Landscape area square footage for water conservation purposes. • Total area of disturbance <p>Conditional: Reasonable Accommodations – If you are proposing deviations to setbacks, building heights and/or floor area ratio for the purpose of reasonable accommodations for disabled accessibility, include with development summary and clearly show on site plan, floor plan and sections/elevations.</p> <p>Conditional: Voluntary Accessibility Program – If requesting incentives through the Voluntary Accessibility Program, describe the project development incentives in the development summary and identify each building as "Voluntary Tier I", "Voluntary Tier II", or "CBC 11A required" on the site plan.</p> <p>Recommended: If the request includes a Limited Use as defined in the Use Regulations Tables in Chapter 13, Article 1, Division 2-6 of the Land Development Code (<u>LDC</u>); include any other supplemental development regulations as identified by that use in the Separately Regulated Uses Section of LDC Chapter 14, Article 1, Division 3 (e.g., hours of operation, separation requirements from other land uses).</p>
3.2	Scale: The architectural site plan, grading plan, topographic map, and landscape plans should be prepared on the same scale.
3.3	Legend: Each sheet must have a legend that clearly indicates the meaning of all graphic symbols.
3.4	Key Map: Projects requiring multiple base sheets must include a graphic key map on each sheet that indicates its relationship to the entire project.
3.5	Weight Limit: Plan sets exceeding 200 sheets must be divided into volumes not exceeding 200 sheets each and labeled "volume ___ of ___."

PROJECT SUBMITTAL REQUIREMENTS

Item No.	Requirements
3.6	Conditional – Responsible Charge: Plans for all non-exempted structures(see BNL 1-2 for a list of exempted structures) shall be prepared and signed and stamped by either a California professional engineer or California registered architect in accordance with Business and Professions Codes. List on the title sheet the design professional's (engineer or architect) name and company name of who prepared or are in responsible charge.
3.7	Conditional - Unreinforced Masonry (URM) Buildings: Identify building(s) as "Unreinforced Masonry (URM) Building" when the building is made of brick, hollow clay tile, cinder block bearing walls and if built prior to March 24, 1939.
3.8	Conditional - Designated Historical Buildings: Identify a building as "historic building" when the building is designated as a historic building by an authorized official agency. See item 2.0.
3.9	Recommended - Floor Area Analysis Calculation: The "floor area analysis" evaluates a new or existing building for compliance with allowable floor area limitations based upon the occupancies present in the building and the type of construction of the building. A floor area analysis, based upon the prevailing California Building Code Chapter 5 (Sections 506 and 507), should show the following: <ul style="list-style-type: none"> • The square footage of the different occupancies in the building. • The allowable square footage for the noted occupancies. • A tabulation of the actual square footage of a noted occupancy to the allowable square footage for that occupancy.
3.10	Recommended - Recorded Permits/Approvals: List and submit all recorded permits/approvals related to the project. Recorded permits/approval may include copies of covenants, preliminary approval documents, board of appeals approvals, and agreements such as lot tie agreements, easement agreements, building restricted easements, development permits, or special agreements with the city, if any.
4.0	SITE PLAN PACKAGE (Includes Site Plan and Disabled Accessibility Plans.)
4.1	Property Lines: Show and label all property lines with dimensions.
4.2	Setback Lines: Show and label all required and proposed setback lines.
4.3	Easements: Show and label all existing and proposed easements, including the type of easement.
4.4	Street/Right of Way: Show and label all existing and proposed streets, sidewalk, curb cuts, sidewalk under drains, driveways, curb to property line distances, and identify separate permits for all work proposed in the right of way.
4.5	Off-Street Parking: Show all "off-street" parking spaces that are not within a structure. Identify any disabled parking spaces, and provide parking calculations.
4.6	Drainage: Show existing and proposed drainage patterns. Show roof drains and surface area drains.
4.7	Structures and Hardscape: Show location and dimensions of all existing and proposed buildings and structures, including accessory structures such as fences, walls, trash enclosures, patio covers. Hardscape (pavement) shall be delineated and identified by a symbol/pattern. Show and label the dimensions between structures and to property lines.
4.8	Best Management Practices (BMP) Plan: Show all post construction BMP'S and Low Impact Development (LID) design feature. Label as BMP Sheet.
4.9	Impervious Surface: Show all buildings, structures and edges of all pavement and other impervious surfaces.
4.10	Buildings/Structures: Show location and dimensions of all existing (to remain) and proposed buildings and structures (e.g., fences, retaining walls, trash enclosures, patio covers, trellises), use of all existing (to remain) and proposed structures, including number of stories.
4.11	Fire Separation Distances: Show the fire separation distance between adjoining buildings or structures and the distance from property lines to all buildings or structures.
4.12	Landscape Site Plan: For foundation only or foundation and frame only project show planting areas on site plans, demonstrating compliance with prior development approval and landscape regulations. Planting plans and irrigation plans are not required.
4.13	Contours: Provide contour intervals at two feet (this may vary depending on the steepness of the grade and the scale of the drawing). Five and ten foot contour intervals may be acceptable provided spot elevations are called out as necessary for the analyst to properly understand the character of the site. <u>Show contours off-site within 50 feet of the property line.</u>
4.14	Utilities: Show all existing and proposed utilities on the property and adjacent right of way, including hydrants, vault, transformers, poles, water meters, water and sewer lines etc. Also, include size and type of existing and proposed utility.

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Item No.	Requirements
4.15	Refuse & Recycling Areas: Show and label the location and location, including dimensions of existing and proposed refuse and recycling materials storage areas.
4.16	Projections: Show all architectural projects such as stairs, balconies, eave overhangs etc.
4.17	Conditional - Environmentally Sensitive Lands: Show, whenever applicable, the boundary lines of environmentally sensitive lands, such as steep hillsides, sensitive biological resources, Multiple Species Conservation Program Preserve Areas, 100-year flood plains, sensitive coastal bluffs, and setbacks from these boundaries.
4.18	Conditional - Plumbing Site Plan: For new buildings, include the size and layout of the building sewer, point of connection to the public sewer, and clean outs.
4.19	Recommended – Allowable Area Frontage Increase: When yards are used for allowable area increase per CBC, show the extent and depth of the required yards on the site plan.
4.20	Recommended - Lighting Plan: Where project proposes outdoor lighting (parking lots, sports fields, private drives, security, etc.), a photometric drawing should be provided that clearly demonstrates that the project site lighting does not fall on surrounding properties or create glare hazards within the public rights-of-way (LDC Section 142.0740).
4.21	Cal Green Standards: Provide notes and details to show compliance with the California Green Building Code.
4.22	Erosion Control Plan: Show location of all construction BMP's. Reference Water Pollution Control Plan/ Report.
4.23	Conditional – Water Quality Technical Report: Required for all priority development projects. Must be stamped and signed by a registered professional engineer.
4.2	Conditional - DISABLED ACCESSIBILITY PLANS: Unless the development is specifically exempted by code, disabled accessibility plans are required. When providing these plans, include the following details:
4.2.1	Routes on Private Property: Show at least one accessible route within the boundary of the site from accessible parking and accessible passenger loading zones to the accessible building entrance they serve. When more than one route is provided, all routes shall be accessible.
4.2.2	Routes Between Buildings: When more than one building or facility is located on a site, show accessible routes of travel between buildings and accessible site facilities.
4.2.3	Routes from Right-of-Way: Show at least one accessible route from public transportation stops, public street or sidewalk to the accessible building entrance they serve. When more than one route is provided, all routes shall be accessible.
4.2.4	Parking Spaces: Provide fully dimensioned details of accessible parking spaces, ramps, curb ramps, sidewalks and signage.
4.2.5	Entrances: Show that all entrances and all ground level exits comply with disabled accessibility requirements.
4.2.6	Covered Multi Family Dwelling Units: Provide a detailed listing in the plans of all "Covered Dwelling Units" in each covered multi-dwelling building. Identify whether the "all Bathroom Option" or the "One Bathroom Option" is used for each "Covered Multi Family Dwelling Unit." Per section 1107A of the California Building Code (CBC).
4.3	Recommended - FIRE ACCESS AND HYDRANT DRAWING If the project has a previously approved fire access and hydrant plan as part of a prior Development Permit or Subdivision approval, a copy of the stamped and approved site plan from the Fire and Life Safety Plans Officer must be submitted.
5.0	ARCHITECTURAL PACKAGE This package consists of floor plans, elevations, roof plans, building sections, door & window schedules, architectural details and means of egress plans.
5.1	FLOOR PLAN - Provide a floor plan of all floors; indicate use of all rooms (existing and proposed); show all balconies.
5.1.1	Dimensions: Show dimensions on floor plans.
5.1.2	Floor Levels: Indicate all floor levels (i.e. ground floor, second, third, etc.).
5.1.3	Doors & Windows: Identify and show all doors and windows. Cross reference doors and windows to the door and window schedule.

PROJECT SUBMITTAL REQUIREMENTS

Item No.	Requirements
5.1.4	Conditional - Demolition Floor Plan: Where portions of any structure within the Coastal Overlay Zone or a Designated Historic Structure are to be demolished or altered, provide a demolition floor plan. Submit a clear, fully dimensioned demolition sheet for each floor that shows all walls, windows and doors changed, exterior walls enclosed by new construction, areas where top/bottom plates, and studs have been removed, changed and/or modified. Include a wall matrix listing all walls in both linear feet and percentages removed and remaining. Note: Removal of more than 50 percent of the existing exterior walls requires a Coastal Development Permit per Municipal Code Section 126.0704.
5.1.5	Conditional - Plumbing Fixtures: When present, show all existing, proposed and relocated plumbing fixtures. For non-residential projects, include any plumbing fixtures to be removed.
5.1.6	Conditional - Plumbing & Mechanical Equipment: For single dwelling unit projects, show location, size, make and model of proposed heating equipment and water heater. (May be shown on separate mechanical plans.)
5.1.7	Conditional - Disabled Accessibility - Enlarged Floor Plans and Interior Elevations: Provide fully dimensioned enlarged floor plans and interior elevations for the kitchen, powder room, and all bathrooms. Show compliance with CBC Chapter 11A and 11B.
5.1.8	Recommended - Stairways & Elevators: Indicate the location and travel direction of all stairways.
5.1.9	Recommended - Roof Access: When present, show location of roof access stairs and ladders.
5.1.10	Recommended - Fire Resistive Construction: Where fire resistive construction is proposed, show fire resistive construction components of the building on the floor plans. These components may include occupancy separation walls, rated shafts, fire walls, fire barriers, fire partitions, rated corridors, horizontal exits, and other rated means of egress systems.
5.1.11	Recommended - Grid Lines: The grid lines specified on the architectural plans must be consistent with grid lines shown on structural plans.
5.2	ELEVATIONS - Provide the following detail:
5.2.1	Elevation Labels: Drawings must be separate and labeled North Elevation, South Elevation, East Elevation and West Elevation. All elevation plans must be accurately scaled and fully dimensioned.
5.2.2	Grades: Clearly show and label existing and proposed grades.
5.2.3	Floor Elevations: Indicate all finished floor elevations.
5.2.4	Building Height: Indicate building heights as defined by LDC Section 113.0270 and CBC Section 504.
5.2.5	Architectural Details: Show and label exterior architectural details and location of all windows, doors, balconies, and other architectural features.
5.2.6	Label Buildings: If more than one building is located on the project site, clearly label each building elevation to distinguish one from the other.
5.3	ROOF PLAN: Required for all new construction or any modification to the existing roof will require a roof plan. Show the following information for roof plans.
5.3.1	Spot Elevations - Show and label spot elevations for all roof peaks, ridges, low points.
5.3.2	Roof Detail: Show all hips, valleys and ridges, drains and overflow drains.
5.3.3	Material: Show roofing material with complete specifications.
5.3.4	Screening Elements: Indicate any mechanical equipment and details of any architectural screening element.
5.3.5	Recommended - Vents/Skylights: Show location and type of all roof vents and skylights if applicable.
5.3.6	Recommended - Vents: Show location of smoke and heat vents for high pile stock storage when applicable.
5.4	BUILDING SECTIONS - Provide the following information:
5.4.1	Framing: Show sections across floors, walls, and roof and include the insulation R values.
5.4.2	Elevations: Show finish floor and roof level elevations.

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Item No.	Requirements
5.4.3	Recommended - Ceilings: Show ceiling framing, height of ceiling, suspended ceiling, dropped ceilings and soffits.
5.4.4	Recommended - Architectural Projections: Show all interior and exterior architectural projections. Include stairs, balconies and eave overhangs.
5.4.5	Recommended - Stories: Provide cross section views of the building such that the number of stories is clearly identified. Cross reference building sections to architectural floor and site plans.
5.4.6	Recommended - Stairs, Shafts, and Elevators: Show stairs, shafts, elevators in the building cross section.
5.5	DOOR & WINDOW SCHEDULES
5.5.1	Door & Window Schedules: The schedule should include size, type, hardware, fire and Sound Transmission Class (STC), U value (overall coefficient of thermal transmission), and SHGC (Solar Heat Gain Coefficient) for all fenestration.
5.5.2	Recommended - Finish Schedule: Provide a finish schedule. This schedule should include finishes for walls, ceilings, and floors.
5.6	ARCHITECTURAL DETAILS
5.6.1	Stairs, Handrails and Guardrails: Provide dimensioned architectural details of all stairs, handrails and guardrails.
5.6.2	Fire Resistive Details: When proposed construction involves fire resistive details, provide fire resistive details of walls, ceilings, floors, roofs, shafts and penetrations.
5.7	Recommended - MEANS OF EGRESS
5.7.1	Space and Occupant Loads: Show the use of all spaces with their corresponding occupant load. The occupant load must be determined using appropriate occupant load factors based on the California Building Code Chapter 10.
5.7.2	Means of Egress Elements: Identify on the plans all elements of the means of egress system. These elements will include items such as hallways, corridors (rated), passageways, horizontal exits, stair enclosures, exterior exit balconies, etc.
5.7.3	Means of Egress Floor Plans: Provide a complete and clear means of egress plan for every floor. Identify continuous, unobstructed, path of exit travel from the most remotely occupied point of the floor to a public way. Plans shall show all of the elements of means of egress (e.g., exit access, the exit, and the exit discharge), number of exits required and provided, area of refuge, common path of travel.
6.0	STRUCTURAL PLAN PACKAGE Structural Plan Package is required for all construction that involves any new construction, modification to existing structure or additions to existing structures. Tenant Improvements and Interior Alterations require a structural plan package when structural modifications are proposed. When proposing a commercial modular that is approved by the State, the structural package need only include the foundation design unless the foundation is also approved by the state. The structural plan package includes schedules and construction specifications, foundation plans, framing plans and structural details.
6.1	SCHEDULES & CONSTRUCTION SPECIFICATIONS
6.1.1	Structural Notes
6.1.2	Nailing Schedule: When the construction involves construction using wood products, provide a complete nailing schedule consistent with Tables 2304.9.1, 2306.3, 2306.5, 2306.6 and 2306.7 of the California Building Code.
6.1.3	Construction Specifications: Provide complete construction specification for materials used on the project. The materials may include concrete, wood, steel, masonry, etc.
6.1.4	Conditional - Shear Wall Schedule: Show shear wall schedule, if applicable (wood construction).
6.1.5	Recommended - Special Inspection Summary: Show summary of special inspection required per Building Newsletter 17-1, if applicable.
6.1.6	Recommended - "Basis of Structural Design" information: The "Basis of Structural Design" information must include design loads such as dead, live, wind, and seismic design criteria information, soil profile information and condition of soil information.

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Item No.	Requirements
6.2	FOUNDATION PLAN
6.2.1	Dimensions: Show completely dimensioned foundation plans. The foundation plan must incorporate the foundation system as recommended in the soils report.
6.2.2	Retaining Walls: Show location, height and complete details of all proposed site retaining walls. A Geotechnical Investigation Report for retaining walls over six feet is required.
6.2.3	Footings and Grade Beams: Show continuous and spread footings and grade beams. Include dimensions, reinforcement size and spacing.
6.2.4	Anchors: Show location, size and spacing of hold down anchors and anchor bolts.
6.2.5	Conditional - Slab Details: Show slab thickness, size and spacing of reinforcing steel, including tendon layout for post tension slab.
6.2.6	Conditional - Caissons and Piers: Show size and dimensioned location of caissons, piers, and specify rebar size and spacing when the foundation system includes caissons and piers. A Geotechnical Investigation report is required.
6.2.7	Conditional - Design: A licensed professional engineer must design the foundation system when required by Chapter 18 of the California Building Code. A foundation and soils investigation report may also be required.
6.3	FRAMING PLANS - FLOOR, ROOF & CEILING
6.3.1	Framing Members: Show the material, size and location of all framing members. The framing members include headers, beams, planks, girders, floor joists and/or trusses and ceiling framing.
6.3.2	Posts/Columns: Identify posts and columns on the plans by size, type, location and spacing.
6.3.3	Framing Members: Show direction, span, and spacing of all framing members.
6.3.4	Diaphragms: Specify type and thickness of plywood floor and roof diaphragms.
6.3.5	Roof framing: Identify all ridge, hip and valley members by size and framing system.
6.3.6	Bearing & Shear Walls: Identify bearing walls, and shear walls above and below floor/roof levels
6.3.7	Nailing: Identify roof and floor diaphragm nailing pattern. Shows nail type, size and spacing.
6.3.8	Conditional - Reinforcing Steel: Show reinforcing steel for prestressed and conventionally reinforced concrete members.
6.3.9	Conditional -Lateral Load Resisting Frames: Identify by type and location all lateral load resisting frames on the plans. Provide frame elevations and cross reference to the detail sheets.
6.3.10	Conditional - Mechanical Equipment: Show location of mechanical equipment weighing more than 400 lbs. or as required per ASCE 07 on Structural Floor or Roof Plans. Show method of attachment to roof and floor framing. Structural calculations may be required for their support.
6.3.11	Conditional – Photovoltaic (PV) System: Show support system for ground and roof PV installations. Show method of attachment to the supporting system.
6.4	STRUCTURAL DETAILS - Details shown on the construction documents should be specific to the project. All details not applicable to the project must be either removed from the project documents or be noted as being "not applicable."
6.4.1	Cross Section: Provide cross section details of all free standing walls, structures, and fences.
6.4.2	Framing Detail: Provide framing detail of all walls, floors, roofs and stairs. Specify size, type and spacing of all members.
6.4.3	Shear Transfer Details: Provide shear transfer details (show blocking, nailing, bolts).
6.4.4	Recommended - Connection Details: Provide connection details representative of the assumed framing and support elements used in the engineering of the structural system of the project. (Examples: DO NOT show TJI framing details when framing is of sawn lumber, DO NOT provide masonry details when walls are of concrete or wood construction, etc.) The connection details should include connection for all structural elements such as columns, beams, walls and floor framing elements. Show all hardware, nails, welds, and reinforcing bars.

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Item No.	Requirements
7.0	<p>MECHANICAL/PLUMBING PLANS Separate mechanical/plumbing plans are not required for single-unit residential dwellings, duplexes or triplexes. See also Site Plan Package item 4.1.12 for minimum submittal requirements when utilities are involved in the development.</p>
7.1	<p>Stamps and Signature: Mechanical/plumbing plans and calculations shall be signed and stamped in accordance with the California Business and Professions Code. The mechanical/plumbing plans and calculations shall be signed by a licensed mechanical engineer. An architect or civil engineer can sign the Mechanical plans, and Plumbing plans only if he or she has designed the project as the responsible designer of the mechanical system. A mechanical contractor can sign and stamp the mechanical/plumbing plans and calculations and/or Title 24 energy compliance for the mechanical system only if he/she is responsible for both the design and installation of the system.</p>
7.2	<p>Conditional - Mechanical Floor Plans: When proposing new HVAC systems, provide mechanical floor plans showing layout of duct work, supply and return air registers with CFM.</p>
7.3	<p>Conditional - Equipment Schedule: Provide mechanical equipment schedule, including type, capacities, efficiencies and weights.</p>
7.4	<p>Conditional - Isometric Layout or Line Diagram of Gas Piping: For non-residential and multi-dwelling buildings involving installation or relocation of gas appliances, provide isometric layout or line diagram of gas piping and location of gas meter. Line Diagram shall indicate the maximum length of gas piping (or length of branches if calculation is done for each pipe branch).</p>
7.5	<p>Conditional - Sanitary System: Provide a plumbing plan with complete plumbing layout and sizes of main and all branches for waste and vent piping, isometric layout for sanitary system when the number of fixture counts is 12 or more. Show point of connection, sizes, materials, and cleanouts</p>
7.6	<p>Conditional - Water System: Provide a plumbing plan with complete plumbing layout and sizes of main water piping and all branches. Show materials, and point of connection (for existing), and meter location when new meter or sub-meter are installed.</p>
7.7	<p>Recommended - Condensate Drains: Show condensate drains, pipe sizes, and condensate receptors. For Type I kitchen hoods, fire suppression system plans will be required.</p>
7.8	<p>Conditional - Kitchen Hoods: When kitchen hood is included, provide dimensioned of kitchen hoods, hood elevation, material and hood calculations. For type one kitchen hoods, a fire suppression system is required. Provide dimensioned elevation of kitchen hoods, if proposed.</p>
7.9	<p>Recommended - Kitchen & Fume Hood Exhausts: Provide roof and plot plans showing required clearances for new or relocated kitchen and fume hood exhausts for commercial projects.</p>
8.0	<p>ELECTRICAL PLANS Not required for single-unit residential dwellings, duplexes, or townhomes without solar photovoltaic systems. Fire alarm devices and details shown on electrical plans are for reference only. Submit a separate drawing package for fire alarm review and approval.</p>
8.1	<p>Stamps and Signature: Electrical plans and calculations shall be signed and stamped in accordance with the California Business and Professional Code. The electrical plans and calculations shall be signed by a licensed electrical engineer. An architect, civil engineer can sign the Title 24 energy standards as the responsible designer of the electrical system. An electrical contractor can sign and stamp the electrical plans and calculations and/or Title 24 energy compliance for the lighting system only if he/she is responsible for both the design and installation of the system.</p>
8.2	<p>Power Plans: Provide power plans. Showing location of all equipment and devices such as switchgear, panel boards, transformers, etc.</p>
8.3	<p>Single Line Diagram: Show a single line diagram representative of new or modified electrical distribution equipments except triplexes if the electrical service entrance is single phase and not more than 400 amps.</p>
8.4	<p>Electrical Load Calculations: Provide electrical load calculations or load summary or panel schedules. Identify existing electrical loads that are being modified and/or all new loads.</p>
8.5	<p>Conditional - Title 24 Documentation: For new lighting or when more than 50% of lighting fixtures are relocated or changed in an existing lighting system, provide Title 24 energy lighting computation documents, including a completed and signed LTG-1 form.</p>

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Item No.	Requirements
8.6	Conditional - Electrical Site Plan: For new construction, provide an electrical site plan showing the location of electrical metering and point of connection to SDG&E.
8.7	Conditional - Lighting Layout Plan: For new or relocated lighting fixtures, provide a lighting layout plan.
8.8	Conditional – Manufacturers’ Electrical Data Sheets: If using photovoltaic (PV) systems provide specification of the PV modules and the inverter, showing all electrical information.
8.9	Conditional – Photovoltaic Systems: When using photovoltaic system provide a building layout plan indicating location of roof-mounted photovoltaic array. If the photovoltaic system was preapproved through a master plan, provide a copy of approved plans.
8.10	Recommended - Electrical Room Details: Provide ¼ inch scale details of all electrical rooms showing all equipment.
8.11	Conditional - Electrical: Project with more than three new panelboards or more than six panelboards with modified loads shall be submitted for review.
9.0	Conditional - LANDSCAPE CONSTRUCTION PLANS: Refer to Municipal Code Table 142-04A in Section 142.0402. If the site is within a Planned District, refer to the specific landscape requirements contained in the Planned District Ordinance (Chapters 10 and 15 of the Municipal Code). Where the Planned District refers to City-wide regulations, use Table 142-04A to determine if your development proposal will require a landscape plan. The intent of the Landscape Plan is to illustrate that the landscape design concepts are consistent with the Community Plan, Planned District Ordinance, Landscape Regulations, Landscape Standards and other applicable regulations such as Fence & Walls, Grading, and guidelines for Steep Hill-sides, Coastal Bluffs and Beaches. Please refer to our website for additional landscape plan information .
9.1	When Proposing: Partial permit (foundation or foundation and frame only) show planting area on site plan, show compliance with prior development approval (if applicable) and landscape regulations. Planting and irrigation are not required.
9.2	PLANTING PLANS: Planting plans are construction documents that graphically represent the installation of a planting design proposed for the site and/or erosion control. The planting plans must provide the following details:
9.2.1	Site Development Features: Provide consistency between the landscape plans, site plan and grading plan by providing the same scale and labeling on all site development features and use areas, such as retaining walls, parking lot lighting, existing trees and shrubs to remain, contoured slopes and gradients, streets, buildings, sidewalks, driveways, parking areas, MHPA and MSCP area boundaries, recreational and open space areas, and planting in the public rights-of-way or easements.
9.2.2	Legend: Provide the following information in the legend, by category (e.g., trees, shrubs and ground cover): <ul style="list-style-type: none"> • Symbol for all proposed plant materials. • Botanical names and common names. • Quantities of plant material, container size and on center spacing for ground covers. • Mature height/spread of trees and shrubs. • Form for each plant symbol, such as broad, ovate, weeping, columnar, etc. • Function for each plant symbol, such as screening, shade, accent, rhythm. • Symbols for existing plant material to remain or to be removed. Note on the plans if none.
9.2.3	Landscape Calculation/Diagram: Provide the Summary Calculations and the yard/vehicular use area diagram on the landscape plans. Additional information can be found on our website under Landscape Plan Review .
9.2.4	Details: Provide planting details such as Tree planting, Shrub/Vine Planting, and Groundcover Planting (note on center spacing and pattern).
9.2.5	Street Trees: Show all existing and proposed street trees with root barrier and utilities (underground water, sewer, gas, including overhead and underground electric and telephone cables) located within the public right-of-way, and provide the following table on the plans: <ul style="list-style-type: none"> • Minimum tree separation distance • Improvement/ Minimum Distance to Street Tree • Traffic signals (stop signs) - 20 feet • Underground utility lines (except sewer) - 5 feet • Sewer Line – 10 feet • Above ground utility structures - 10 feet • Driveway (entries) - 10 feet • Intersections (intersecting curb lines of two streets) – 25 feet

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Item No.	Requirements
9.2.6	Conditional - Retaining Walls: Where retaining walls greater than 6-feet in height are proposed, provide details showing planting in front of retaining walls, planting in the cell of a wall (minimum two cells deep) and the planting on top of the wall. Provide the following note on the detail and plans "All planting provided shall provide 80% screening of the wall within two years."
9.2.7	Recommended - Existing Trees and Shrubs: Where trees and shrubs are existing, indicate with a dashed symbol and label to be removed or to remain. Provide the botanical and common name, caliper size of the trees and the height and spread of the shrubs. Provide the name and condition of any groundcover to remain.
9.2.8	Limits of Work Line: Where the entire site is not being developed, indicate with a dashed line the limits of work.
9.3	IRRIGATION PLANS: Provide symbols on the irrigation plan and legend that graphically define the size and type of various irrigation products and materials such as; dedicated landscape irrigation meter, landscape irrigation sub-meter, back flow preventor, controller, rain shut off switch, valves, pipe and irrigation heads. On the legend provide irrigation materials by size, product names, manufacturer, the gallons per minute, spray pattern, radius, arc and the precipitation rate.
9.3.1	Point of connection (POC): Provide the point of connection (POC) and the Static pressure in the street, including working pressure and the feet per second of the system design.
9.3.2	Details: Provide irrigation details and number them consistent with the legend. Provide details such as; backflow, controller, rain shut off switch, valves, wire caps, trenching depths, irrigation heads by type and use. Provide a reference to the specification section that applies.
9.3.3	Conditional – Landscape Standards: New multi family development and new non-residential development with 1000 square feet or more of landscape area must complete an Appendix E of the <u>Landscape Standards</u> .
9.3.4	Recommended - Specifications: Provide irrigation specifications.
9.3.5	Recommended - Reclaimed Water: When proposing to use reclaimed water for irrigation, indicate on plans and provide the name of the Water District and Area.
9.4	Conditional - BRUSH MANAGEMENT PLAN: Required when the site is adjacent to native or naturalized vegetation (see section 142-0412).
9.4.1	Brush Management Plan: Provide a brush management plan depicting the following: <ul style="list-style-type: none"> • Structural setback from all slopes steeper than 25% and over 50 feet in vertical height. • Show zone 1 and 2 graphically with dimensions and labels. • Provide zone 1 and 2 requirements (142-0412 (g) & 142-0412 (h)). Include notes (g) and (h) on plan. • Provide a clear representation of the planting scheme to be used in zone one and two. Use symbols on plan and provide legend with symbols. • Indicate graphically and with notes, any and all structures in Zone 1. Non-combustible or one hour fire rated structures may be permitted subject to department approval.
9.4.2	Brush Management Program: Provide a description of the proposed Brush Management program with the following information: <ul style="list-style-type: none"> • Provide detailed description of the implementation for each zone, including the method of thinning and pruning in zone two. • A long-term maintenance program and notes (include time of year for thinning for each zone and the party responsible for monitoring maintenance). • Provide Table 142-04H indicating the Zone depths that the Brush Management plan was designed. • Provide note on plans – Pre-construction meeting shall be held prior to work beginning. Meeting required to outline Brush Management Program.
10.0	Conditional - TITLE 24 ENERGY DOCUMENTATION Required for 1) all new buildings, 2) additions to buildings, or 3) when installing new air conditioning or heating units in existing residential buildings more than 3 stories or in commercial buildings. Envelope calculations will be required for all new buildings and additions to buildings.

PROJECT SUBMITTAL REQUIREMENTS

Item No.	Requirements
10.1	Conditional - Forms for Non-Residential Buildings, High Rise Residential Buildings, and Hotels/Motels: 1) When using Prescriptive approach: Envelope: ENV-1-C and ENV-2-C; ENV-3-C or ENV-4-C as applicable. Mechanical: MECH-1-C, MECH-2-C, MECH-3-C, and MECH-4-C. Indoor Lighting: LTG-1-C and LTG-2-C; LTG-3-C through LTG-9-C as applicable. Outdoor Lighting: OLTG-1-C, OLTG-2-C, OLTG-3-C, and OLTG-4-C. The first form in each category is required to appear on the plans and must be signed by a licensed design professional as per California Business and Professions Code. 2) When using a Performance approach, submit a complete performance package using the most current version of California Energy Commission (CEC) approved computer program. The certificate of compliance, (PEFR-1); ENV-1-C, MECH-1-C as applicable must appear on the plans and must be signed by a licensed professional.
11.0	Conditional - STRUCTURAL CALCULATIONS Required for all new buildings and structures and for modifications to existing buildings and structures. Buildings that qualify as conventional construction as defined in the California Building Code may not require structural calculations. When proposing a State approved commercial coach, the structural calculations need only include the foundation design unless the foundation is also approved by the State.
11.1	Responsible Charge: First sheet of calculations shall include the name of the licensed engineer or architect who prepared or is responsible for calculations.
11.2	Recommended - Design Loads: Tabulate and itemize on the first sheet of the calculations, DESIGN LOADS used on the project. These loads will include dead loads, live loads, seismic and wind lateral loads. (Show summary of assumptions made in the engineering design.)
11.3	Recommended - Construction Details: All construction details shown in the structural calculations must be on the plans and cross referenced to applicable locations on the roof, floor or foundation plans.
11.4	Recommended - Computer Generated Calculations: Submit documentation that shows the programming logic of computer generated or computer calculated structural calculations. There are several standardized, recognized and accepted programs that may not need this documentation to be presented at submittal. All computer program must be based on prevailing code.
12.0	Conditional - TRUSS PLANS & CALCULATIONS If roof or floor framing includes prefabricated open-web wood trusses, deferred submittal of these systems may be acceptable under certain circumstances. Heavy timber, truss joists and other similar engineered wood products cannot be deferred. Roof or floor framing consisting of prefabricated trusses that are allowed to be deferred must meet submittal requirements 12.1 through 12.3. When prefabricated trusses are not deferred, plans must be accompanied by truss calculations and must meet the following submittal requirements.
12.1	Plans: The framing plan for the roof or floor shall include a complete layout of the trusses with or without the identification of the trusses.
12.2	Details: Shear transfer details compatible with the truss system must be shown on the plans.
12.3	Design Loads: A summary of the loading criteria for the design of the trusses must be shown on the plans.
12.4	Truss Calculation: Provide truss calculations, indicating loading criteria and member sizes.
12.5	Stamp/Signature: All sheets of truss calculations and truss drawings and details must meet the signature requirements as specified by the Professions and Business Code for architects and engineers.
12.6	Recommended - Loads: Any special loading conditions on trusses such as drag, chord loads must be shown on the plans.
12.7	Recommended - Building Code: Specify code year used for the design of the trusses.
12.8	Recommended - Identification: Each truss shall be identified with a truss identification number which is referenced on floor or roof framing plans.
12.9	Recommended - Design Loads: The specified dead, live and seismic or wind lateral loads used in the design must be comparable to the design loads assumed in the engineering calculations of the building.

PROJECT SUBMITTAL REQUIREMENTS

Item No.	Requirements
13.0	<p>Recommended – Geotechnical Investigation Report A Geotechnical Investigation Report shall be submitted as required by the San Diego Municipal Code 145.1803 and Table 145.1803, and Chapter 18 of the California Building Code as amended by the San Diego Municipal Code . For information on Geotechnical Investigation Reports, see the City of San Diego Guidelines for Geotechnical Reports.</p>
13.1	<p>Project and Site Specific: The Geotechnical Investigation Report must be specific to the proposed project and project site.</p>
13.2	<p>Authentication: Geotechnical Investigation Report and other geotechnical documents must be signed and/or sealed (stamped) by appropriately licensed professionals as required by State law.</p>
13.3	<p>Date: Geotechnical Investigation Reports shall not be more than three years old unless accompanied by an addendum geotechnical investigation report or update letter less than three years old that states the findings, conclusions, and recommendations remain valid for the proposed project.</p>
14.0	<p>Conditional – SMOKE CONTROL REPORT</p>
14.1	<p>Smoke control shall be provided in all new buildings or additions to existing building having occupied floors 75 feet or above the lowest floor level having access (regardless of occupancy type), any buildings with an atrium more than two stories high, and for covered mall buildings containing atriums more than two stories high.</p>
14.2	<p>A smoke control plan and smoke control report shall be submitted to demonstrate compliance with Section 909 of the California Building Code.</p>
14.3	<p>A smoke control report shall show a rational analysis supporting the type of smoke control system proposed and shall include within the report consideration of items required in Section 909 of the CBC.</p>
14.4	<p>Electrical and mechanical plans shall include equipment considered in the smoke control plans for providing smoke control.</p>
15.0	<p>Conditional – FIRE ALARM PLANS Fire alarm plans shall be submitted as required by CBC. Plans associated with a building permit may be deferred.</p>
15.1	<p>Fire Alarm Systems: Structures provided with a fire alarm system (either required or voluntary) shall provide plans and calculations in accordance with <u>Information Bulletin 137</u> “How to Obtain a Permit for Fire Alarm Systems.”</p>
16.0	<p>Conditional – FIRE SPRINKLER PLANS Fire sprinkler plans shall be submitted as required by CBC. Plans associated with a building permit may be deferred.</p>
16.1	<p>Fire Sprinkler Systems: Structures provided with a fire sprinkler system (either required or voluntary) shall provide plans and calculations in accordance with <u>Information Bulletin 139</u> “How to Obtain a Permit for Fire Sprinkler Systems.”</p>
17.0	<p>Conditional – NOISE STUDY A Noise Study is required for all new and additions to multifamily dwellings (three or more units) when noise level exceeds 60dB CNEL due to freeway, roadway, railroad or airport noise. A Noise Study is also required for all new construction other than residential when noise level exceeds 60 dB CNEL due to airport noise. A Noise Study is required for all tenant improvements when there is change of use and the noise level exceeds 65 db.</p>
18.0	<p>FEES (See Information Bulletin 501) The plan check and application fees as identified on Information Bulletin 501 will be collected at project submittal. Checks must be made payable to the “City Treasurer” in the exact amount required as the cashier cannot give change on checks written over the amount due. Fees can also be paid by Visa or MasterCard.</p>