INSTRUCTIONS FOR PROCEEDING WITH THE PLAN CHECK (PC) PROCESS:
1. Review corrections circled on this Plan Check Correction Sheet and marked on the plans and calculation sheets.
2. Bring the originally checked set of plans and calculations along with this plan correction sheet and the newly revised plans and calculations back to the counter so that a plan check engineer may review the corrections and comments.
3. Once all the items have been corrected to comply with the code requirements and clearances are obtained, the permit will be ready to be issued.

IMPORTANT ITEMS TO READ:
1. Your early attention to the Clearance Summary Worksheet is suggested.
2. The plan check will expire 18 months from the plan submittal date.
3. The approval of plans does not permit the violation of any section of the Building Code, other ordinance, or state law.
5. The sections with R as the prefix are the LARC sections. The LARC only applies to detached single family dwellings, two-family dwellings, and townhouses not more than three stories above the grade plane and accessory structures thereto.

PART I. GENERAL REQUIREMENTS

A. PCIS APPLICATION
1. Provide a fully dimensioned plot plan to scale, in ink on the PCIS application's plot plan sheet.
2. Provide complete and correct legal description (Tract, Lot, Block, and a copy of the Grant Deed). Provide complete information for applicant, owner, engineer, architect, and contractor.
3. Obtain separate application for the following items:
   a. Retaining walls
   b. Grading work
   c. Block walls
   d. Signs
   e. Swimming pools
   f. Fire sprinkler systems
   g. A separate structure
   h. Electrical, Mechanical, Plumbing work
   i. Shoring
   j. Demolition
4. The permit application must be signed by the property owner or licensed contractor or authorized agent at the time the permit is to be issued:
   a. For owner-builder permits: Owner's signature can be verified with owner's driver license. Additional documentation required for properties owned by partnership, joint venture, corporation, LLC, etc. Owner's representatives must present owner's approval with a notarized letter from the owner. Owner Builder Declaration form must be completed and signed by the property owner.
   b. For contractor building permits: Prior to the issuance of a building permit, the contractor shall have the following:
      i) Certificate of workers Compensation Insurance made out to the Contractors State License Board.
      ii) Notarized letter of authorization for agents.
      iii) Copy of Contractors State License or pocket ID.
      iv) Copy of City of Los Angeles business tax registration certificate or a newly paid receipt for one.

B. CLEARANCES
1. Obtain all clearances as noted on the attached Clearance Summary Worksheet. Prompt attention is suggested as it can take months for some departments to review the project. Comply with conditions given under approval prior to the permit issuance.
2. Obtain lot cut date from Land Records of Public Works. Lots divided after 6-1-46 shall comply with lot...
area requirements of the zone. Lots divided after 7-29-62 shall obtain a Certificate of Compliance from City Planning Department.

3. Provide copies of the following recorded document(s) for the parcel (______________________________).
4. A recorded affidavit is required for (__________). Obtain a copy of the Information Bulletin No. P/GI 2002-024 for “instruction to process affidavits” from LADBS.ORG and follow the instruction.
5. Soil/Foundation/Geology report(s) must be approved by the Grading Section. Provide approved reports with the Department’s approval letter. Show compliance with the report’s requirements and approval letter’s conditions. The approval letter shall be a part of the plans.
6. Provide a copy of the Grading Pre-inspection report and comply with conditions of report.
7. Fire lane access is required where any part of the building is 150 ft from the edge of an improved street or approved fire lane. Obtain clearance from the Hydrants and Access Unit of the Fire Department. LAMC 57.09.03

C. ADMINISTRATION

1. Each sheet of the architectural and structural plans shall bear the signature, registration numbers and expiration date of an architect or engineer registered in the State of California.
2. The address of the building and the name/address of the owner are required on all plans. The name and address of the consultants are required on their plans.
3. (Three) / (Two) sets of plans will be required for permit issuance. For a SFD or Duplex, one of the sets needs to be architectural plans only. One of these plans will be submitted to the County Assessors. Plans must be: (106.3.2.2., 106.3.3., R106.3.1) (California Revenue and Taxation Section 72):
   a. Quality blue or black line drawings with uniform and light background color.
   b. Max. 36” x 48” size with minimum 1/8” lettering size.
   c. Sticky back details must produce prints without contrasting shades of background color.

4. The final set of plans must be stamped by (City Planning Dept.), (Fire Dept), (__________________________).
5. Provide the following with each set of plans:
   - Topography Survey Map
   - Grading
   - Floor Plans
   - Two Elevations
   - Construction Section
   - Foundation Plans
   - Framing Plans
   - Structural Details
   - Green Code Notes
   - Energy Notes & Certificates
   - Survey Analysis Map
   - Use of each room

6. Provide fully dimensioned plot plan to scale. Show legal description, building lines, easements, lot size, zone boundaries, highway dedication lines, street center line, alley, parking spaces, loading space, and location of all buildings. Show type of construction, number of stories, type of occupancy, and the use for all buildings. (106.3.2.1, R106.2)
7. Show the building area, occupancy group(s), use(s), type of construction, number of stories, fire zone, lot size, lot area and height on the first sheet or title sheet of plans.
8. Remove all pages, details or notes that do not pertain to the project.

PART II. ZONING CODE REQUIREMENTS

1. Provide a copy of the Certificate of Occupancy and building permit (with plot plan) showing the legal existing use(s) and parking spaces.
2. Provide (_______) paved parking spaces. A min. of (______) spaces shall be standard stalls and (______) shall be for the disabled. (12.21 A4 & 12.21A17(h) & 12.21C10(g) &12.22A23)
3. In A & R zones, parking is not permitted in the required front yard and a 5’ side yard along the side street lot line of a corner lot. (12.21A6(a)).
4. Provide parking layout, including (parking stall and access aisle dimensions) (striping details) (driveway slope) (stall slope). (12.21 A5)
5. Automobiles are not permitted to back onto a public street or sidewalk. (12.21A5(i)(1))
6. Revise plans to maintain a _____ ft backup aisle based on a stall width of _____ ft. (12.21A5(b))
7. Parking areas or access driveways within 15 ft. of a property line must be enclosed by a (3 ft.) (5 ft-9 in.) high (solid) (masonry) fence. (12.21A6(d),(e))
8. Maintain a loading space adjoining the alley. (12.21C6)
9. Determine required prevailing setback for front yard. Incorporate block plot and calculations on plans. See the “Prevailing setback calculator” available at ladbs.org

http://www.permitia.org/PS/index.cfm

10. Provide and dimension (_______ ft.) front yard, but not less than the prevailing setback, (_______ ft.) side yard, and (_______ ft.) rear yard. (12.21A17(a), 12.21A17(b), 12.21C10(a))
11. Provide 30” minimum clear access around main building(s) and accessory living quarters. (12.22C20(l))
12. Provide topographic map with the building or structure outlined to determine height of building or structure. (12.03)
13. Building exceeds (__________) height for (__________) zone. (12.21.1, 12.21A17(c), 12.21C10(d))
14. Basement containing a habitable room shall be considered a story for side and rear yard and Height District’s requirements. (12.21C1(l) & 12.21.1A8)
15. Maintain minimum (10’) (__________) horizontal separation between dwelling and accessory building. (12.21C5(d))
16. A (__________) passageway is required from the street to each dwelling unit or guest room. (12.21C2(b))
PART III. BUILDING CODE REQUIREMENTS

A. OCCUPANCY CLASSIFICATION

The following are required for attached garage / carport:

1. U Occupancy garage is limited to (1000) / (3000) sq. ft. and one-story in height. (406.1, R202)

2. Projections beyond exterior walls shall not exceed (3 ft- 6 in.) (6 ft.) (8 ft.) above the natural ground level in required (front) (side) (rear) yard. (12.22C20(f))

3. Separated from all habitable rooms above by not less than a 5/8-inch Type X gypsum board or equivalent. (406.1, R302.5.1)

4. Doors between garage and dwelling unit shall be self-closing and self-latching, solid wood or solid or honeycomb core steel not less than 1 3/8 inches thick, or have a minimum fire protection rating of 20 minutes. (406.1, R302.5.1)

5. Exterior walls of a detached U occupancy less than 5’ from a property line must be one-hour construction without openings. (Table 602, Table R302.1(1), R302.1(2))

6. Garage shall not open directly into a room used for sleeping purposes. (406.1.4, R302.5.1)

7. Detail on plan that exterior posts shall be at least 1” above floor/slab and 6” above exposed earth. Isolated piers in enclosed crawl space must be 8” above exposed earth. As an alternate, use pressure treated posts. (2304.11.2.7, R317.1.4)

B. BUILDING LIMITATION

1. Provide calculations for establishing grade plane as per Section 502.1. Attach calculations and established grade planes on elevation plans and site plan. (502.1, R202)

2. Show maximum height of the structure (in feet and stories) from top of roof to grade plane on all elevation views. (502.1, R202)

3. Lowest level is determined not to be a basement. This level is considered as 1st story above grade plane. Include this story in total building height. (502.1, R202)

4. Maximum 3 stories allowed for R-3, Type (VA, VB) construction. (Table 503)

C. SPECIAL USE OR AREAS

1. This new building is located within Very High Fire Hazard Severity Zone. Comply with requirements of Materials, systems and construction methods of Chapter 7A and Chapter 72. (R327)

2. Show the pool enclosure on the plan. A 5’ high fence and gate are required. The gate shall open outward away from the pool and shall be self-closing and self-latching. (3109.4.1.7, LARC AG105)

D. FIRE- RESISTANCE RATED CONSTRUCTION

1. Provide 1-hr fire-resistance rating for exterior walls for R-3 and/or U occupancy less than 5’ from property line or assumed property line. 2-hr (2-hr is for “fire walls and not exterior walls rating) fire-resistance rating exterior wall(s) required for building zero feet from property line or assumed property line. (Table 602, 706.1.1, & 706.4, R302.1)

2. Projections beyond exterior walls shall not extend more than one-third the distance to the lot line or 12 inches (1/3 or 12” is not in 2011 LARC) into areas where openings are prohibited, whichever results in the lesser projection. (705.2, R302.1)

3. The exterior walls shall be fire rated per Table 601, Table R302.1(1), Table R302.1(2) and 602 (___ hr rated). Provide complete details per Section 705.5. (R302.1)

4. Provide complete analysis for protected and unprotected exterior wall openings per section 704.8 and Equation 7-2. (705.8.1) (R302.1)

5. Provide (1-hr) (2-hr) rated Fire Partition between each units and common areas. Provide complete details. (709.1) (R302.2)
Counter Plan Correction Sheet

6. Show draft separation for attic areas between units in a duplex. (717.4, R302.12.1)

E. FIRE PROTECTION

1. Smoke detectors shall be provided in each sleeping room, on the ceiling or wall immediately outside of each sleeping room, and on each story and basement for dwellings with more than one story. (907.2.11.2, R314.3)

2. The power source for smoke detectors shall be as follows:
   a. In new construction smoke detectors shall receive their primary power from the building wiring and shall be equipped with a battery backup. (907.2.11.4, R314.4)
   b. In existing SFD, smoke detectors may be battery operated. (907.2.11.5, R314.4)
   c. Carbon monoxide alarm is required per Sec 420.4 & R315

F. MEANS OF EGRESS

1. Provide emergency egress from sleeping rooms and basement. Show details on plans. Required minimum dimensions are 24" clear height, 20" clear width, 5.7 sq. ft. (5.0 sq. ft. at grade level) and 44" max to bottom of opening. (1029.2, R310.1)

2. Landing at a door shall have a length measured in the direction of travel of no less than (36") (44"). (1008.1.6, R311.3)

3. Provide 42" high guards with less than 4" spacing opening between rails. For R-3 occupancies and within individual units in R-2 occupancies, guards whose top rail also serves as a handrail shall have a height between 34" to 38" measured vertically from the leading edge of the stair nosing tread. (1013.2 & 1013.3, R312.2)

4. Show the following stairway details on plans:
   a. 7" (7.75") rise & min. 11" (10") run. (1009.4, R311.7.4)
   b. Min. 6'-8" headroom clearance. (1009.2, R311.7.2)
   c. Min (36") clear width. (1009.1, R311.7.1)
   d. Handrails 34" to 38" high above tread nosing (1012.2, R311.7.7.1)
   e. Handgrip portion of handrail shall not be less than 1.25" and no more than 2" cross-sectional dimension having a smooth surface with no sharp corners. (1012.3, R311.7.7.3)
   f. Less than 4" clear spacing opening between rails. (1013.3, R311.7.4.3)

5. Enclosed useable space under interior stairs requires one-hour fire-resistive construction on enclosed side. (Such as 5/8" Type X gypsum board) (1009.6.3, R302.7)

6. Show stairway landing details. The width of landings shall not be less than the width of stairways they serve. The minimum dimension in the direction of travel must be equal to the width of the stairway. (1009.5, R311.7.5)

7. Ramp slopes shall not exceed 1:12 (8%). (1010.2R3118.1)

8. Exterior exit stairs, balconies and ramps shall be located at least 10 ft. from adjacent lot lines and from other buildings on the same lot. (1027.3)

9. Occupied roofs shall be provided with exits as required for stories. (1021.1)

10. Provide a minimum of two exits if occupant load for (B) (R) (_____) occupancy group exceeds (49) (10) (______). (Table 1015.1)

11. Exits shall be separated by at least (1/2) (1/3) the maximum diagonal of the area served. (1015.2.1)

12. Where more than one exit is required, dead end corridor limited to (20 feet) (50 feet) in length. (1018.4)

13. The required number of exits from any story, basement or individual space shall be maintained until arrival at grade or the public way. (1021.1.1)

14. Max (200 ft.) / (_____ ft.) exit access travel distance to an exit is required. (1016.1 & Table 1016.1)

15. The common path of egress travel shall not exceed (75 feet) (100 feet). (1014.3)

16. Egress shall not pass through kitchens, storage rooms, garage, closets or spaces used for similar purposes. (1014.2, R311.1)

17. Provide min (7'-6") (7' 0") ceiling height along means of egress. (1003.2) (R305.1)

18. For glass handrails and guards, the panels and their support system shall be designed to withstand the loads specified in Chapter 16. A safety factor of four shall be used. The minimum nominal thickness of the glass shall be 1/4 inch. (2407)

G. TENANT IMPROVEMENT

1. Details are required for non-bearing partitions. Specify the size, gauge, height and spacing for steel studs and diag, bracing 48" o.c. staggered at the top of the wall.

2. Provide T-Bar ceiling bracing detail and vertical compression strut details @12" o.c.

3. Spacing of vertical hanger wires for suspended ceilings shall not exceed 2 feet on center along the means of egress serving an occupant load of 30 or more. (1613.8.1.4)

4. Provide a cross-section for one-hour corridor wall and ceiling. If corridor wall extends to underside of floor above, specify an L.A. City approved fire safing material at void space in steel deck.

5. Door openings in 1- hr corridors are required to meet the same accessibility standards as for new construction projects. In addition, an accessible path of travel to the entrance from the public way or from an accessible parking space, and path of travel from that entrance to the area of remodel, and accessible restrooms, drinking fountains, and public telephones serving the area of remodel must be provided. Show
Counter Plan Correction Sheet

**compliance with the following:**

1. The area of renovation, structural repair, alteration, or addition must fully comply. (Sec 1134B.2 [3112A(a)])
2. A primary entrance to the building or facility and the primary path of travel to the specific area of alteration, structural repair, or addition must fully comply. (Sec 1134B.2.1 [3112A(a)(i)])
3. Sanitary facilities, and where provided, drinking fountains and public telephones serving the area of renovation shall comply with all provisions of Division I – New Buildings. (Sec 1134B.2.1 [3112A(a)(ii)])

4. For projects with a valuation of less than ($ ___________), a request for unreasonable hardship may be made if the cost of retrofitting the path of travel, bathrooms, public telephones and drinking fountains exceeds 20% of the cost of the project. 1134B.2.1

I. INTERIOR ENVIRONMENT

1. Required ceiling height is (7'-6") (7' 0") min., 7'-0" min. in kitchen, bathrooms, laundry rooms and storage areas. (1208.2, R305.1)
2. Provide natural light in (habitable rooms), (_________) with an area not less than 8% of floor area or provide artificial light with an average illumination of 10 ft-candles at a height of 30" above floor level. (1205.2 & 1205.3, R303.1)
3. Provide natural ventilation in (habitable rooms) (bathrooms) (______) by means of operable exterior openings with an area not less than 4% of floor area. Mechanical ventilating systems may be permitted. (1203.4, R303.1)
4. Rooms containing bathtubs, shower, spas, and similar bathing fixtures, shall be mechanically ventilated. Separate mechanical permit may be required. (1203.4.2.1)
5. Provide 15” min between center line of water closet to any side wall or obstruction and 24” clear space in front of water closet. (LAPC 407.5)
6. Provide 18” x 24” min. underfloor access, clearance and ventilation. Under-floor ventilation shall not be less than 1/150 of under floor area. (1209.1 & 1203.3.1, R408.1, R408.4)
7. Provide 20” x 30” min. attic access, clearance and ventilation. (1203.2 & 1209.2, R807.1)
8. In residential buildings, every interior door through which occupants pass shall have a minimum width of 32". (6304.1)

J. BUILDING ENVELOPE

1. Provide a Class (A), (B) or (C) fire-retardant roof covering per Section 1505.1 & Table 1505.1., R902.1, R327
2. Glazing in hazardous locations shall be tempered (2406.4, R308.4):
   a. Ingress and egress doors
   b. Panels in sliding or swinging doors
   c. Doors and enclosure for hot tub, bathtub, showers (Also glazing in wall enclosing these compartments within 5' of standing surface)
   d. If within 2’ of vertical edge of closed door and within 5’ of standing surface
   e. In wall enclosing stairway landing
   f. Guards and handrails
3. Show roof slope(s), drain(s) and overflow drain(s) or scuppers on the roof plan. Provide a detail of the roof drain and overflow system. (R903.4)
4. In R3 occupancy, window sill of openable windows more than 72 inches above finished grade or other surface below shall not be less than 24 inches from finished floor of the room it is located in. (1405.13.2, R612.2)
5. Details of the guards at the floor and roof openings, occupied roofs and balconies or porches more than 30” above grade are required. Guards shall be 42” in height, have intermediate rails or balusters spaced at 4” maximum and be designed for (50 lbs./ft.) (20 lbs./ft.) (200 lb. concentrated) lateral load. (1013.1 & 1607.7, R312.1)
6. Clearly indicate on the plans location of glass or plastic skylights. If the roof slope is less than 3:12, provide minimum 4" curb. (2405.4 & 2610.2, R308.6.8) Glass skylights shall comply with Section 2405. Plastic skylights shall comply with (Section 2610. R308.6.2)
7. For pre-fab fireplaces, provide manufacturer, model, and Underwriter Laboratories certification number (or ICC’s) (a cut sheet is required per Green Building Code – the fireplace shall be direct-vent and sealed combustion type). For masonry fire place (not allowed per Green Building Code), provide details and calculations for chimney. Show compliance per (Sec. 2111 & 2113, R1004.1, R1001.1, R1003).
8. Show on plan that top of chimney must extend a minimum of 2’ above any part of the building within 10’ and 3’ from the adjacent roof below. (2113.9, R1003.9)
9. Provide energy certificate of compliance, Mandatory Measures, and calculations, signed by a California licensed engineer, architect, or contractor. The Certificate and Mandatory Measures shall be a part of the plans. Provide minimum insulation of:
   b. R-19 in raised floors.
   c. R-30 in ceiling or roof.

K. ADD NOTES ON PLANS:

1. The construction shall not restrict a five-foot clear and unobstructed access to any water or power distribution facilities (Power poles, pull-boxes, transformers, vaults, pumps, valves, meters, appurtenances, etc.) or to the location of the hook-up. The construction shall not be within ten feet of any power lines-whether or not the lines are located on the property. Failure to comply may cause construction delays and/or additional expenses.
2. An approved Seismic Gas Shut Off Valve or Excess Flow Shut Off Valve will be installed on the fuel gas line on the down stream side of the utility meter and be
rigidly connected to the exterior of the building or structure containing the fuel gas piping." (Per Ordinance 170.158 and 180.670) (Includes Commercial additions and TI work over $10,000.) Separate plumbing permit is required.

3. Provide ultra flush water closets for all new construction. Existing shower heads and toilets must be adapted for low water consumption.

4. Provide 70 inch high non-absorbent wall adjacent to shower and approved shatter-resistant materials for shower enclosure." (1210.3 & 2406.3(5), R307.2, R308.4)

5. Water heater must be strapped to wall. (Sec. 507.3 & LARC)

6. Specify on plans: "Sprinkler system must be approved by the Mechanical Division prior to installation."

7. A fire alarm (visual and audible) system is required. The alarm system must be approved by the Fire Department and Electrical Plan Check prior to installation. (LAMC 57.122)

8. Carbon monoxide alarm is required per (Sec. 420.4, R315)

L. STRUCTURE
1. Provide a Los Angeles City Research Report number for __________________________. Show compliance with all report requirements.
2. All sheets of plans and cover sheet of calculations must be signed and stamped by a civil or structural engineer, or architect, licensed by the State of California.
3. Dimension exterior and bearing wall foundations. Show depth of embedment of foundation into soil. (1808.8, R403.1)
4. Footings of foundations for buildings and structures founded on expansive soils shall be designed per 1808.6. Existing footings supporting new loads shall also comply.
5. Provide material specifications for (Concrete) (Minimum concrete strength is 2500 psi) (Masonry) (reinforcements) (Steel), __________________________.
6. Provide design by a licensed engineer or architect for the (vertical) (seismic/wind lateral) force resisting system per (LABC 2305, 2306, & 2307, R301.1.3).
7. Provide a nailing schedule for plywood diaphragms and shear walls on plans. Use common nails. (LABC Table 2306.2.1(3) & 2306.3(2), R602.3)
8. Provide size, spacing and direction of: (Girders), (Floor Joists), (Ceiling Joints), (Rafters), (Beam over ________________), (Post Under__________________).
9. Provide shear wall elevations and connection details on plans, to show shear load transfer path.
10. Provide approved plate washers. (2305.1.4)
11. Show hold-down locations on the foundation plan. ()
12. A licensed fabricator is required for __________________________.
13. (Continuous Special Inspection) (Periodic Special Inspection) is required for _______ per Sec 1704.
14. The maximum height-width ratio for shear panels is (2:1 for plywood) (1.5:1 for stucco). (Table 4.3.4 SDPWS & 2305.1)
15. The Wood Frame Prescriptive Provisions (WFPP) sheet requires spacing between braced wall lines to be 25 feet max in both directions. (2308.12.3, R602.10.1.5)
16. The Wood Frame Prescriptive Provisions (WFPP) sheet requires minimum length of (plywood) (stucco) shear panels not less than ( ) (48%) (100%) of the entire wall line per Table 2308.12.4 & R602.10.
17. Provide foundation anchor bolts not less than ½ inch diameter with embedment depth into the concrete or masonry and spacing per (Sec 2308.3.3, 2308.6, R403.1.6).
18. Provide the following distances for construction on slope:
   a. H/3 distance to daylight from bottom of footing.
   b. H/2 setback from toe of slope. (1808.7, R403.1.7).

M. ADD STRUCTURAL NOTES ON PLANS:
1. Specify on the plans that bolt holes shall be max. 1/16" oversized. Note on the plans "inspector to verify".
2. Structural observation is required per Sec 1709 for (shear walls in excess of 300 plf) (hold-down anchors) (diaphragm) (other: ________________________).
3. Specify continuous inspection for:
   a. Concrete greater than 2500 psi
   b. Installation of concrete anchors per LARR.
   c. Field welding/Rebar welding.
   d. Masonry
   e. Other ____________________.

ADDITIONAL CORRECTIONS:

Code Sec. No.