

**MANDATORY REQUIREMENTS CHECKLIST**  
**ADDITIONS AND ALTERATIONS TO NON-RESIDENTIAL BUILDINGS**  
**(COMPLETE AND INCORPORATE THIS FORM INTO THE PLANS)**

Permit # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Date: \_\_\_\_\_

ITEM #	CODE SECTION	REQUIREMENT	REFERENCE SHEET (Sheet # or N/A)	COMMENTS (e.g. note #, detail # or reason for N/A)
<b>PLANNING AND DESIGN</b>				
1	5.106.1	Storm water drainage and retention during construction		
2	5.106.4.1.1	Short-term bicycle parking (≥ 10 vehicular parking spaces)		
3	5.106.4.1.2	Long-term bicycle parking (≥ 10 vehicular parking spaces)		
4	5.106.5.2	Designated parking (≥ 10 vehicular parking spaces)		
5	5.106.10	Grading and Paving		
<b>WATER EFFICIENCY &amp; CONSERVATION</b>				
6	5.303.1.1	Additions in excess of 50,000 sq ft		
7	5.303.1.2	Excess consumption		
8	5.303.2	Water reduction		
9	5.303.3	Water conserving plumbing fixtures and fittings		
10	5.303.3.3	Showerheads		
11	5.304.1	Outdoor water use in landscape areas		
12	5.304.3	Irrigation controller and sensor application		
13	5.304.4	Outdoor water use meters		
14	5.304.5	Exterior faucets		
15	5.305.1	Graywater ready		
16	5.305.2	Recycled water supply to fixtures		
<b>MATERIAL CONSERVATION &amp; RESOURCE EFFICIENCY</b>				
17	5.407.1	Weather protection		
18	5.407.2.1	Sprinklers		
19	5.407.2.2.1	Nonabsorbent floor and wall finishes		
20		Exterior door protection		
21	5.407.2.2.2	Flashing		
22	5.408.1	Construction waste diversion		
23	5.408.2	Universal Waste		
24	5.408.3	Excavated soil and land clearing debris		

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities.

ITEM #	CODE SECTION	REQUIREMENT	REFERENCE SHEET (Sheet # or N/A)	COMMENTS (e.g. note #, detail # or reason for N/A)
25	5.410.1	Recycling by occupants (additions that are > 30% of existing floor area)		
26	5.410.4	Testing, adjusting and balancing		
27	5.410.4.2	– Systems		
28	5.410.4.3	– Procedures		
29	5.410.4.3.1	– HVAC balancing		
30	5.410.4.4	– Reporting		
31	5.410.4.5	– Operation and maintenance manual		
32	5.410.4.5.1	– Inspections and reports		
<b>ENVIRONMENTAL QUALITY</b>				
33	5.503.1	Fireplace and Woodstoves		
34	5.504.1.3	Temporary ventilation		
35	5.504.3	Covering of duct openings and protection of mechanical equipment during construction		
36	5.504.4	Finish material pollutant control		
37	5.504.4.1	– Adhesives, sealants, and caulks		
38	5.504.4.3	– Paints and coatings		
39	5.504.4.3.1	– Aerosol paints and coatings		
40	5.504.4.3.2	– Verification		
41	5.504.4.4	Carpet systems		
42	5.504.4.4.1	Carpet cushion		
43	5.504.4.5	Composite wood products		
44	5.504.4.6	Resilient flooring systems		
45	5.504.5.3	Filters		
46	5.504.7	Environmental tobacco smoke (ETS) control		
47	5.505.1	Indoor moisture control		
48	5.506.2	Carbon dioxide (CO <sub>2</sub> ) monitoring		
49	5.507.4.1	Exterior noise transmission prescriptive method		
50		– Exterior noise transmission for roof		
51		– Exterior noise transmission for walls		
52		– Exterior noise transmission for windows		
53	5.507.4.2	Exterior noise transmission performance method		
54	5.507.4.3	Interior sound transmission		
55	5.508.1	Ozone depletion and greenhouse gas reductions		
56	5.508.2	Supermarket refrigerant leak reduction		