

## *Unreinforced Masonry Structures*

### **PURPOSE**

California Government Code Section 8875 requires that each jurisdiction maintain a list of unreinforced masonry structures located within its borders. Sonoma County conducted a survey of unreinforced masonry structures several years ago. Since that time, the status of many of these structures has changed. The purpose of this procedure is to establish a policy for updating and maintaining the list of unreinforced masonry structures.

### **GENERAL**

- A. Department Information Systems (DIS) will post a notice in Permits Plus on all parcels which have structures on the unreinforced masonry structure list, as follows: UNREINFORCED MASONRY STRUCTURE ON PROPERTY - REVIEW SB-547 STATUS. Only designated DIS staff may make update entries in Permits Plus.
- B. Plan checkers, inspectors, and supervisory staff will use the form *SB-547 Update Request Form*, which may be printed from the SB-547 activity in Permits Plus, to update information of these structures, in accordance with the following procedure.

### **PROCEDURE**

- A. Permit Application Intake
  - 1. When work is proposed on an identified structure, Customer Service staff will direct the applicant to the Building and Grading Cubicle to discuss the requirements listed in B.1, B.2, and B.3 below.
- B. Plan Check
  - 1. When work is proposed on an identified structure, which includes a change of occupancy as defined in the currently adopted edition of the California Building Code, the structure must be made to conform to all currently adopted codes for the new occupancy (CBC Section 3408).
  - 2. When work is proposed to an identified structure which increases the loads on the unreinforced portions of the structure, those portions of the structure must be made to conform to present codes.
  - 3. When work is proposed on an identified structure which does not meet the criteria in (1.) or (2.) above, the work may be approved with no upgrades to the existing structure, provided that documentation by a California licensed civil or structural engineer is included with the application, certifying that the structure does not constitute a dangerous building as defined in the current version of the Uniform Code for the Abatement of Dangerous Buildings.

4. When, in the course of reviewing plans, plan checkers discover that an identified structure does not meet the criteria of an unreinforced masonry building, as defined in California Government Code Section 8875, the plan checker shall fill out *SB-547 Update Request Form* indicating the information which should be changed, and forward it to the Building Plan Check supervisor.
  - a. The Building Plan Check supervisor shall review the form and after signing the form, forward it to DIS staff, who will enter the revised information in Permits Plus.
  - b. The form shall be retained in the property folder in the SB-547 file.

**C. Inspection**

1. When work to an identified structure, which includes upgrades to the unreinforced portions of the structure, receives a final building inspection the Building Inspector shall fill out *SB-547 Update Request Form* indicating the information which should be changed, and forward it to the appropriate Building Inspection supervisor.
2. The Building Inspection supervisor shall review the form and after signing the form, forward it to DIS staff, who will enter the revised information in Permits Plus.
3. The form shall be retained in the property folder in the SB-547 file.

**D. Results of Investigation**

1. Whenever an identified structure is investigated in the field, the person doing the investigation shall fill out SB-547 Update Request Form, have it reviewed and signed by a supervisor or manager and forward it to DIS staff, who will enter the revised information in Permits Plus.
2. The form shall be retained in the property folder in the SB-547 file.

**E. Information from Building Owners**

1. Information from building owners alleging incorrect information on an identified structure shall be investigated by the Building Inspection supervisor or his designee, and the form utilized as above.
2. The form shall be retained in the property folder in the SB-547 file.

**Approved by:**

/s/ Pete Parkinson

**Pete Parkinson, Director**

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