



**COUNTY OF NEVADA
COMMUNITY DEVELOPMENT AGENCY
BUILDING DEPARTMENT**

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**NEVADA COUNTY
BUILDING DEPARTMENT POLICY**

Subject: As-Built Construction for R and U Occupancies	Policy #: BD-CSC-07-006
Original Policy: November 1, 2005	Last Revised: March 31, 2015

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1. Purpose:

The purpose of this policy is to ensure Department consistency regarding “As-Built” construction for R and U occupancies.

2. Policy:

It is the policy of the Building Department to protect and assist the community during the construction and development of property in an effort to achieve an acceptable living environment for the citizens of the county. It is also our policy to ensure that property is developed and maintained in a safe manner, by promoting excellence in design and building standards. Through wisdom the Building Department is built, and by understanding it is established.

3. Definition

As-built construction is defined by the Building Department as construction, addition and/or alteration to/of a structure or building prior to obtaining permits and/or the benefit of inspections.

4. Application Procedures:

To legalize an unpermitted residential building or structure, the following information is required at time of building permit submittal:

- A completed building permit application and plan submittal checklist
- A site plan
- As-built construction plans
- Structural calculations, truss calculations and other structural analysis if structure does meet conventional framing requirements as shown in the California Building and Residential Codes
- Pay applicable Building Department fees

- Pay other applicable agency fees

5. Plan Submittal Requirements:

- Submittal Documentation:
 - The applicant is required to submit three (3) site plans and complete as-built construction/grading plans that illustrate the construction completed and any required building alterations. Plans shall be ¼ inch scale with a minimum plan paper size of 11” X 17”.
- Site Plan:
 - Indicates the location of the building or structure in relationship to property lines, septic systems, propane tanks and other structures. If the property is sloped, topographical lines are required.
- Title Sheet:
 - Contains information on the existing building or structure, such as scope of work, occupancy group, type of construction, square footage of building or structure, etc
- Elevation Plans:
 - Indicates all architectural features (windows, doors, stairs, chimney, vents, etc.) and their elevations from grade, roof slopes, roof material and exterior finish materials.
- Foundation Plans:
 - Indicates the type, depth and width of the foundation, anchor bolt/hold-down locations, concrete/rebar strength, rebar locations/spacing, slab thickness/underlayment, etc.
- Roof Plan:
 - Indicates the type of roof covering, roof material/framing, structural connections, sheathing type/fastener spacing, truss type/spacing, etc.
- Floor Plan:
 - Indicates the locations/use of rooms, closets, bathrooms and their sizes. Location of appliances, location of electrical plugs, switches, equipment and electrical panels.
- Floor Framing Plan:
 - Indicates framing member sizes and locations, connections, foundation cripple wall framing, etc.
- Two (2) sets of wet signed and/or registered Title-24 Energy calculations:
 - Required for new construction, addition or alteration to conditioned space.
- Two (2) sets of wet stamped/signed structural calculations:
 - Required when the building or structure is not built according to the provisions of the California Building and Residential Code conventional construction requirements.
- Two (2) sets of wet stamped/signed truss calculations:
 - Required when pre-manufactured roof and/or floor trusses are used for construction.

6. Plan Review Requirements:

The plans examiner shall review the plans and calculations based under the model code year the building or structure was built. It is the applicant’s responsibility to provide proof of the date of construction with any applicable records, receipts, assessor data or other approved documentation. If no data is available, the Director of Building shall make the determination. The plans examiner shall use the Residential Plan Review Checklist when reviewing the plans. The As-Built Inspection Procedures Handout (Attachment A) shall be attached to each as-built construction plan set prior to permit issuance. All sanitation and fire/life safety code requirements shall be met regardless of the date of construction such as (but not limited to):

- Ground-fault circuit interrupter receptacle requirements
- Arc-fault circuit interrupter requirements
- Smoke/carbon monoxide alarms
- Bedroom egress requirements
- Electrical panel grounding and bonding requirements

- Plumbing drainage, waste and venting requirements
- Habitable room heating requirements

7. **Inspection Requirements:**

After a permit is issued, the Building Inspector shall inspect the building or structure. The Building Inspector shall inspect the building or structure under the model code year the building or structure was built as written on the approved set of plans and reviewed by the plans examiner.

- The Building Inspector shall use the approved set of plans with guidance from the As-Built Inspection Procedures Handout (Attachment A) that is attached to the project plans.
 - The applicant shall schedule an initial site inspection prior to any work being commenced so the inspector can view the current status of the project, communicate to the applicant, owner and/or contractor which areas need to be exposed (walls, foundations, exterior wall covering, utilities, etc), view any foundation analysis/ultrasonic testing reports, structural evaluation report(s), etc. The owner and/or applicant shall be responsible for the exposing of said wall and/or foundation areas.
 - The following list is used for reference purposes only, and is not all-inclusive. The Building Inspector may request additional inspections because of unusual construction and/or construction methods.
- Building Inspection Components:
 - Wall framing, stud size and spacing
 - Anchor bolt size and placement
 - Insulation R-value (thickness of the insulation)
 - Under-floor framing size and material
 - Under-floor ventilation
 - Attic ventilation
 - Light and ventilation of windows
 - Window egress from bedrooms
 - Ceiling joist size and location
 - Shear wall locations
 - Framed connections
 - Foundation verification (type, width, depth and reinforcement)
 - Plumbing Inspection Components:
 - Water, waste, and drain piping materials and installations
 - Gas piping sizing and material
 - Water heater earthquake strapping
 - Propane tank location and piping
 - Backflow prevention devices
 - Appliance venting
 - Air gap for dishwasher
 - Electrical Inspection Components:
 - Service panel size and installation
 - Sub panel size and installation
 - Ground fault circuit interrupters (GFCI) requirements in kitchen, garages, bathrooms and exterior
 - Arc-fault circuit interrupters (AFCI) for required circuits in habitable spaces
 - Receptacles are grounded correctly

- Kitchen has two small appliance branch circuits
 - Bathrooms and laundry rooms have one small appliance branch circuit
 - Smoke alarms installed in correct locations
 - Carbon monoxide alarms installed in correct locations
 - Electrical system is grounded/bonded correctly
- **Mechanical Inspection Components:**
 - Exhaust fans are installed correctly and terminate to the outside
 - Appliances are vented correctly and have sufficient combustion air
 - Heating equipment is installed correctly and safe
 - Ductwork is installed correctly
- **Correction Notices**
 - Upon removal of the wall covering, the Building Inspector shall provide the owner or applicant with a correction notice itemizing any code or life safety violations. If the inspection reveals that the work performed meets with the applicable code year, the Building Inspector shall sign-off the applicable inspected area on the “Job Card.”
 - The owner or applicant shall make the necessary repairs and schedule a re-inspection of said work in the usual manner as described in latest adopted California Building Code.

8. Final Approval:

After the Building Inspector and any other applicable department and/or agency have approved a final inspection, the Building Inspector shall sign the final approval on the “Job Card.” This shall be the owners record of legalizing the as-built construction.

9. Policy Interpretation:

The Director of Building and/or approved Building Department designee shall have the authority for the interpretation of this policy.

Approved: _____

Date: _____

Craig Griesbach
Director of Building