

copy of said codes are now on file with the City Clerk and shall be made available for public inspection.

Sec. 10.12.020. - Amendments to the California Fire Code.

Chapter 1 Scope and Administration is adopted in its entirety with the following amendments:

Section 109.4 Violation penalties is hereby revised to read as follows:

109.4 Violation penalties. Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or shall fail to comply with any issued orders or notices or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall result in penalties assessed as prescribed in the OCFA Prevention Field Services adopted fee schedule. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

Section 109.4.2 Infraction and misdemeanor is hereby added as follows:

109.4.2 Infraction and misdemeanor. Persons operating or maintaining any occupancy, premises or vehicle subject to this code that shall permit any fire or life safety hazard to exist on premises under their control shall be guilty of an infraction. Persons who fail to take immediate action to abate a fire or life safety hazard when ordered or notified to do so by the chief or a duly authorized representative are guilty of a misdemeanor.

Chapter 2 Definitions is adopted in its entirety with the following amendments:

Section 202 General Definitions is hereby revised by adding “OCFA,” “Sky Lantern,” and “Spark Arrester” as follows:

202 General Definitions

OCFA: Orange County Fire Authority, fire authority having jurisdiction.

SKY LANTERN. An airborne lantern typically made of paper, Mylar, or other lightweight material with a wood, plastic, or metal frame containing a candle, fuel cell, or other heat source that provides buoyancy.

SPARK ARRESTER. A listed device constructed of noncombustible material specifically for the purpose of meeting one of the following conditions:

1. Removing and retaining carbon and other flammable particles/debris from the exhaust flow of an internal combustion engine in accordance with California Vehicle Code Section 38366.
2. Fireplaces that burn solid fuel in accordance with California Building Code Chapter 28.

Chapter 3 General Requirements is adopted in its entirety with the following amendments:

Section 304.1.2 Vegetation is hereby revised to read as follows:

304.1.2 Vegetation. Type, amount, or arrangement of weeds, grass, vines or other growth that is capable of being ignited and endangering property needing to comply with OCFA Guidelines, shall be cut, thinned, and removed by the owner or occupant of the premises in accordance with OCFA Guideline C-05 “Vegetation Management Guideline—Technical Design for New Construction, Fuel Modification Plans, and Maintenance Program. Vegetation clearance requirement in urban-wildland interface areas shall be in accordance with Chapter 49.

Section 305.6 Hazardous Conditions is hereby added as follows:

305.6 Hazardous conditions. Outdoor fires are not allowed when predicted sustained winds exceed 8 MPH during periods when relative humidity is less than 25%, or a red flag condition has been declared or public announcement is made, when an official sign was caused to be posted by the fire code official, or when such fires present a hazard as determined by the fire code official.

Section 305.7 Disposal of rubbish is hereby added as follows:

305.7 Disposal of rubbish. Rubbish, trash or combustible waste material shall be burned only within an approved incinerator and in accordance with Section 307.2.1.

Section 307 OPEN BURNING, RECREATIONAL FIRES AND PORTABLE OUTDOOR FIREPLACES is hereby revised to read as follows:

SECTION 307 OPEN BURNING, RECREATIONAL FIRES, FIRE PITS, FIRE RINGS, AND PORTABLE OUTDOOR FIREPLACES

Sections 307.6 Outdoor Fireplaces, Fire Pits, Fire Rings, or similar devices used at Group R Occupancies is hereby added as follows:

307.6 Outdoor Fireplaces, Fire Pits, Fire Rings, or similar devices used at Group R Occupancies. Outdoor fireplaces, fire pits, fire rings, or similar exterior devices used at Group R shall comply with this section.

Exception: Barbeques, grills, and other portable devices intended solely for cooking.

Section 307.6.1 Gas-fueled devices is hereby added as follows:

307.6.1 Gas-fueled devices. Outdoor fireplaces, fire pits and similar devices fueled by natural gas or liquefied-petroleum gas are allowed when approved by the Building Department and the device is designed to only burn a gas flame and not wood or other solid fuel. At R-3 occupancies, combustible construction shall not be located within three feet of an atmospheric column that extends vertically from the perimeter of the device. At other R occupancies, the minimum distance shall be ten feet. Where a permanent Building Department approved hood and vent is installed, combustible construction may encroach upon this column between the bottom of the hood and the vent opening. Where chimneys or vents are installed, they shall have a spark arrester as defined in Section 202.

Section 307.6.2 Devices using wood or fuels other than natural gas or liquefied-petroleum gas is hereby added as follows:

307.6.2 Devices using wood or fuels other than natural gas or liquefied-petroleum gas. Fireplaces burning wood or other solid fuel shall be constructed in accordance with the California Building Code. Fires in a fireplace shall be contained within a firebox with an attached chimney. The opening in the face of the firebox shall have an installed and maintained method of arresting sparks. The burning of wood or other solid fuel in a device is not allowed within 15 feet of combustible structures, unless within a permanent or portable fireplace. Conditions which could cause a fire to spread within 25 feet of a structure or to vegetation shall be eliminated prior to ignition. Fires in devices burning wood or solid fuel shall be in accordance with Sections 305, 307, and 308.

Section 307.6.2.1 Where prohibited is hereby added as follows:

307.6.2.1 Where prohibited. The burning of wood and other solid fuels shall not be conducted within a fuel modification zone. Wood and other solid fuel burning fires in devices other than permanent fireplaces are not allowed within Wildfire Risk Areas (WRA) and Wildland-Urban Interface Areas (WUI) or in locations where conditions could cause the spread of fire to the WRA or WUI unless determined by the Fire Code Official that the location or design of the device should reasonably prevent the start of a wildfire.

Section 309.2.1 Indoor charging of electric carts/cars is hereby added as follows:

309.2.1 Indoor charging of electric carts/cars. Indoor charging of electric carts/cars where the combined volume of all battery electrolyte exceeds 50 gallons shall comply with following:

1. Spill control and neutralization shall be provided and comply with Section 608.5.
2. Room ventilation shall be provided and comply with Section 608.6.1
3. Signage shall be provided and comply with Section 608.7.1
4. Smoke detection shall be provided and comply with Section 608.9.

Section 320 Fuel Modification Requirements for New Construction is hereby added as follows:

320 Fuel Modification Requirements for New Construction. All new structures and facilities adjoining land containing hazardous combustible vegetation shall be approved and in accordance with the requirements of OCFA Guideline C-05 “Vegetation Management Guideline – Technical Design for New Construction Fuel Modification Plans and Maintenance Program.”

Section 321 Clearance of brush or vegetation growth from roadways is hereby added as follows:

321 Clearance of brush or vegetation growth from roadways. The fire code official is authorized to cause areas within 10 feet (3048 mm) on each side of

portions of highways and private streets which are improved, designed or ordinarily used for vehicular traffic, to be cleared of flammable vegetation and other combustible growth. Measurement shall be from the flow-line or the end of the improved edge of the roadway surfaces.

Exception: Single specimens of trees, ornamental shrubbery or cultivated ground cover such as green grass, ivy, succulents or similar plants used as ground covers, provided that they do not form a means of readily transmitting fire.

Section 322 Unusual Circumstances is hereby added as follows:

322 Unusual circumstances. The fire code official may suspend enforcement of the vegetation management requirements and require reasonable alternative measures designed to advance the purpose of this code if determined that in any specific case that any of the following conditions exist:

1. Difficult terrain.
2. Danger of erosion.
3. Presence of plants included in any state and federal resources agencies, California Native Plant Society and county-approved list of wildlife, plants, rare, endangered and/or threatened species.
4. Stands or groves of trees or heritage trees.
5. Other unusual circumstances that make strict compliance with the clearance of vegetation provisions undesirable or impractical.

Section 323 Use of Equipment is hereby added as follows:

323 Use of equipment. Except as otherwise provided in this section, no person shall use, operate, or cause to be operated in, upon or adjoining any hazardous fire area any internal combustion engine which uses hydrocarbon fuels, unless the engine is equipped with a spark arrester as defined in Section 202 maintained in effective working order, or the engine is constructed, equipped and maintained for the prevention of fire.

Exceptions:

1. Engines used to provide motor power for trucks, truck tractors, buses, and passenger vehicles, except motorcycles, are not subject to this section if the exhaust system is equipped with a muffler as defined in the Vehicle Code of the State of California.
2. Turbocharged engines are not subject to this section if all exhausted gases pass through the rotating turbine wheel, there is no exhaust bypass to the atmosphere, and the turbocharger is in good mechanical condition

Section 323.1 Spark Arresters is hereby added as follows:

323.1 Spark arresters. Spark arresters shall comply with Section 202, and when affixed to the exhaust system of engines or vehicles subject to Section 323 shall not be placed or mounted in such a manner as to allow flames or heat from the exhaust system to ignite any flammable material.

Section 324 Sky Lanterns or similar devices is hereby added as follows:

324 Sky Lanterns or similar devices. The ignition and/or launching of a Sky Lantern or similar device is prohibited.

Chapter 4: Emergency Planning and Preparedness. Only the following sections and subsections of Chapter 4 are enacted:

401
401.3.4
401.9
402
403.2
404.5 – 404.6.6
407

Section 407.5 is revised to read as follows:

407.5 Hazardous Materials Inventory Statement. Where required by the fire code official, each application for a permit shall include OCFA’s Chemical Classification Packet in accordance with Section 5001.5.2.

Chapter 5 Fire Service Features is adopted in its entirety with the following amendments:

Section 501.1 Scope is revised to read as follows:

501.1 Scope. Fire service features for buildings, structures and premises shall comply with this chapter and, where required by the fire code official, with OCFA Guideline B-09, “Fire Master Plan for Commercial & Residential Development.” Fire service features for buildings, structures and premises located in State Responsibility Areas shall also comply with OCFA Guideline B-09a, “Fire Safe Development in State Responsibility Areas.”

Section 510.1 Emergency responder radio coverage is revised to read as follows:

510.1 Emergency responder radio coverage in new buildings. All new buildings shall have approved radio coverage for emergency responders within the building based upon the existing coverage levels of the public safety communication systems of the jurisdiction at the exterior of the building. This section shall not require improvement of the existing public safety communication systems. The Emergency Responder Radio Coverage System shall comply with the local authority having jurisdiction’s ordinance and this code.

Exceptions:

1. Where it is determined by the fire code official that the radio coverage system is not needed.
2. In facilities where emergency responder radio coverage is required and such systems, components or equipment required could have a negative impact on the normal operations of that facility, the fire code official shall have the authority to accept an automatically activated emergency radio coverage system.

This section shall not apply to the following:

1. Existing buildings or structures, unless required by the Building Official and OCFA for buildings and structures undergoing extensive remodel and/or expansion.
2. Elevators.

3. Structures that are three stories or less without subterranean storage or parking and that do not exceed 50,000 square feet on any single story.
4. Wood-constructed residential structures four stories or less without subterranean storage or parking that are not built integral to an above ground multi-story parking structure.
5. Should construction that is three stories or less that does not exceed 50,000 square feet on any single story include subterranean storage or parking, then this ordinance shall apply only to the subterranean areas.

Section 510.2 Emergency responder radio coverage in existing buildings is deleted without replacement:

Section 510.4.2.2 Technical criteria is revised to read as follows:

510.4.2.2 Technical criteria. The fire code official shall maintain a document providing the specific technical information and requirements for the emergency responder radio coverage system. This document shall contain, but not be limited to, the various frequencies required, the location of radio sites, effective radiated power of radio sites, and other supporting technical information.

1. The frequency range supported from the 800 MHz Countywide Communications System shall be 851-869 MHz (base transmitter frequencies).
2. The frequency range supported to the 800 MHz Countywide Communications System shall be 806-824 MHz (radio field transmit frequencies).
3. A public safety radio amplification system shall include filters to reject frequencies below 851 MHz and frequencies above 869 MHz by a minimum of 35dB.
4. All system components must be 100 percent compatible with analog and digital modulations after installation without adjustments or modifications. The systems must be capable of encompassing the frequencies stated herein and capable of future modifications to a frequency range subsequently established by the jurisdiction.
5. Active devices shall have a minimum of -50 dB 3rd order intermodulation protection.

6. All active in-building coverage devices shall be FCC Part 90 Type Certified.

Section 510.5.1 Approval prior to installation is revised to read as follows:

510.5.1 Approval prior to installation. Amplification systems capable of operating on frequencies licensed to any public safety agency by the FCC shall not be installed without prior plan submittal, coordination and approval from Orange County Communications and a copy of the approved plan provided to of the fire and building code officials.

Section 510.5.2 Minimum qualification of personnel is revised to read as follows:

510.5.2 Minimum qualifications of personnel. The minimum qualifications of the system designer and lead installation personnel shall include both of the following:

1. A valid FCC-issued general radio operator's license.
2. Certification of in-building system training issued by a nationally recognized organization, school or a certificate issued by the manufacturer of the equipment being installed.

Section 510.5.3 Acceptance test procedure item 7 is revised to read as follows:

510.5.3 Acceptance test procedure. When an emergency responder radio coverage system is required, and upon completion of installation, the building owner shall have the radio system tested to ensure that two-way coverage on each floor of the building is not less than 90 percent. The test procedure shall be conducted as follows: ...

7. As part of the installation a spectrum analyzer or other suitable test equipment shall be utilized to ensure spurious oscillations are not being generated by the subject signal booster. This test shall be conducted at the time of installation and subsequent annual inspections by the FCC licensed technician hired by the property owner and an OCSD/Communications Division FCC-certified technician.

Section 510.6.1 Testing and proof of compliance is revised to read as follows:

510.6.1 Testing and proof of compliance. The owner of the building or their representative shall have the emergency responder radio coverage system shall be inspected and tested annually or where structural changes occur including additions or remodels that could materially change the original field performance tests. Testing shall consist of the following:

1. In-building system components shall be tested to determine general functional operability.
2. Signal boosters shall be tested to ensure that the gain is the same as it was upon initial installation and acceptance.
3. Backup batteries and power supplies shall be tested under load of a period of one hour to verify that they will properly operate during an actual power outage. If within the 1-hour test period the battery exhibits symptoms of failure, the test shall be extended for additional 1-hour periods until the integrity of the battery can be determined.
4. Other active components shall be checked to verify operation within the manufacturer's specifications.
5. If noncompliance is found, the FCC licensed technician will assess improvements necessary and provide such information to OCSD Communications and the fire and building code officials.
6. At the conclusion of the testing, a certification report, which shall verify compliance with Section 510.5.3, shall be submitted to OCSD Communications and the fire and building code officials.

Chapter 9 Fire Protection Systems is adopted in its entirety with the following amendments:

Section 903.2 Where required is hereby revised to read as follows:

903.2 Where required. Approved automatic sprinkler systems in buildings and structures shall be provided when one of the following conditions exists:

1. **New buildings:** Notwithstanding any applicable provisions of Sections 903.2.1 through 903.2.19, an automatic fire-extinguishing system shall also be installed in all occupancies when the total building area exceeds 5,000 square feet as

defined in Section 202, regardless of fire areas or allowable area, or is more than two stories in height.

Exception: Subject to approval by the Fire Code Official, open parking garages in accordance with Section 406.5 of the California Building Code.

2. **Existing Buildings:** Notwithstanding any applicable provisions of this code, an automatic sprinkler system shall be provided in an existing building when an addition occurs and one of the following conditions exists:
 - a. When an addition is 33% or more of the existing building area, and the resulting building area exceeds 5000 square feet
 - b. When an addition exceeds 2000 square feet and the resulting building area exceeds 5000 square feet.
 - c. An additional story is added above the second floor regardless of fire areas or allowable area.

Exception: Additions to Group R-3 occupancies shall comply with Section 903.2.8 (2).

Section 903.2.8 Group R is hereby revised to read as follows:

903.2.8 Group R. An automatic sprinkler system installed in accordance with Section 903.3 shall be provided throughout all buildings with a Group R fire area as follows:

1. **New Buildings:** An automatic sprinkler system shall be installed throughout all new buildings.
2. **Existing R-3 Buildings:** An automatic sprinkler system shall be installed throughout when one of the following conditions exists:
 - a. When an addition is 33% or more of the existing building area as defined in Section 202, and greater than 1000 square feet within a two year period; or,
 - b. An addition when the existing building is already provided with automatic sprinklers; or,

- c. When an existing Group R Occupancy is being substantially renovated, and where the scope of the renovation is such that the Building Code Official determines that the complexity of installing a sprinkler system would be similar as in a new building.

Exceptions:

1. Existing Group R-3 occupancies converted to Group R-3.1 occupancies and not housing bedridden clients, not housing non-ambulatory clients above the first floor, and not housing clients above the second floor.
2. Existing Group R-3 occupancies converted to Group R-3.1 occupancies housing only one bedridden client and complying with Section 435.8.3.3 of the California Building Code.
3. Pursuant to Health and Safety Code, Section 13113, occupancies housing ambulatory children only, none of whom are mentally ill children or children with intellectual disabilities, and the buildings or portions thereof in which such children are housed are not more than two stories in height, and building or portions thereof housing such children have an automatic fire alarm system activated by approved smoke detectors.
4. Pursuant to Health and Safety Code, Section 13143.6, occupancies licensed for protective social care which house ambulatory clients only, none of whom is a child (under the age of 18 years), or who is elderly (65 years of age or over).

When not used in accordance with Section 504.2 or 506.3 of the California Building Code, an automatic sprinkler system installed in accordance with Section 903.3.1.2 shall be allowed in Group R-2.1 occupancies.

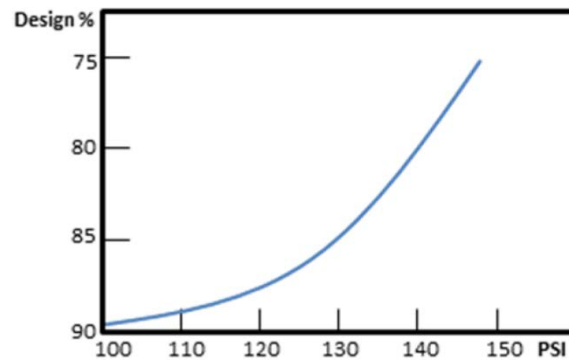
An automatic sprinkler system designed in accordance with Section 903.3.1.3 shall not be utilized in Group R-2.1 or R-4 occupancies.

Section 903.3.5.3 Hydraulically calculated systems is hereby added as follows:

903.3.5.3 Hydraulically calculated systems. The design of hydraulically calculated fire sprinkler systems shall not exceed 90% of the water supply capacity.

Exception: When static pressure exceeds 100 psi, and when required by the fire code official, the fire sprinkler system shall not exceed the water supply capacity specified by Table 903.3.5.3.

TABLE 903.3.5.3
Hydraulically Calculated Systems



Chapter 11 Construction Requirements for Existing Buildings. Only the following sections and subsections of Chapter 11 are enacted:

- 1103.7
- 1103.7.3
- 1103.7.3.1
- 1103.7.8 – 1103.7.8.2
- 1103.7.9 – 1103.7.9.10
- 1103.8 – 1103.8.5.3
- 1107
- 1113
- 1114
- 1115
- 1116

Chapter 20 Aviation Facilities is adopted in its entirety without amendments.

Chapter 21 Dry Cleaning is adopted in its entirety without amendments.

Chapter 22 Combustible Dust-Producing Operations is adopted in its entirety without amendments.

Chapter 23 Motor Fuel-Dispensing Facilities and Repair Garages is adopted in its entirety without amendments.

Chapter 24 Flammable Finishes is adopted in its entirety without amendments.

Chapter 25 Fruit and Crop Ripening is deleted in its entirety.

Chapter 26 Fumigation and Insecticidal Fogging is deleted in its entirety.

Chapter 27 Semiconductor Fabrication Facilities is adopted in its entirety without amendments.

Chapter 28 Lumber Yards and Agro-Industrial, Solid Biomass and Woodworking Facilities is adopted in its entirety with the following amendments:

Section 2801.2 Permit is hereby revised to read as follows:

2801.2 Permit. Permits shall be required as set forth in Section 105.6 and 105.6.29.

Section 2808.2 Storage site is hereby revised to read as follows:

2808.2 Storage site. Storage sites shall be level and on solid ground, elevated soil lifts or other all-weather surface. Sites shall be thoroughly cleaned and approval obtained from the fire code official before transferring products to the site.

Section 2808.3 Size of piles is hereby revised to read as follows:

2808.3 Size of piles. Piles shall not exceed 15 feet in height, 50 feet in width and 100 feet in length.

Exception: The fire code official is authorized to allow the pile size to be increased where a fire protection plan is provided for approval that includes, but is not limited to, the following:

1. Storage yard areas and materials-handling equipment selection, design and arrangement shall be based upon sound fire prevention and protection principles.

2. Factor that lead to spontaneous heating shall be identified in the plan, and control of the various factors shall be identified and implemented, including provisions for monitoring the internal condition of the pile.
3. The plan shall include means for early fire detection and reporting to the public fire department; and facilities needed by the fire department for fire extinguishment including a water supply and fire hydrants.
4. Fire apparatus access roads around the piles and access roads to the top of the piles shall be established, identified and maintained.
5. Regular yard inspections by trained personnel shall be included as part of an effective fire prevention maintenance program.

Additional fire protection called for in the plan shall be provided and shall be installed in accordance with this code. The increase of the pile size shall be based upon the capabilities of the installed fire protection system and features.

Section 2808.4 Pile Separation is hereby revised to read as follows:

2808.4. Pile separation. Piles shall be separated from adjacent piles by a minimum distance of 20 feet. Additionally, piles shall have a minimum separation of 100 feet from combustible vegetation.

Section 2808.7 Pile fire protection is hereby revised to read as follows:

2808.7 Pile fire protection. Automatic sprinkler protection shall be provided in conveyor tunnels and combustible enclosures that pass under a pile. Combustible conveyor systems and enclosed conveyor systems shall be equipped with an approved automatic sprinkler system. Oscillating sprinklers with a sufficient projectile reach are required to maintain a 40% to 60% moisture content and wet down burning/smoldering areas.

Section 2808.9 Material-handling equipment is hereby revised to read as follows:

2808.9 Material-handling equipment. All material-handling equipment operated by an internal combustion engine shall be provided and maintained with an approved spark arrester. Approved material-handling equipment shall be available

for moving wood chips, hogged material, wood fines and raw product during fire-fighting operations.

Section 2808.11 Temperature control is hereby added as follows:

2808.11 Temperature control. The temperature shall be monitored and maintained as specified in Sections 2808.11.1 and 2808.11.2.

Section 2808.11.1 Pile temperature control is hereby added as follows:

2808.11.1 Pile temperature control. Piles shall be rotated when internal temperature readings are in excess of 165 degrees Fahrenheit.

Section 2808.11.2 New material temperature control is hereby added as follows:

2808.11.2 New material temperature control. New loads delivered to the facility shall be inspected and tested at the facility entry prior to taking delivery. Material with temperature exceeding 165 degrees Fahrenheit shall not be accepted on the site. New loads shall comply with the requirements of this chapter and be monitored to verify that the temperature remains stable.

Section 2808.12 Water availability is hereby added as follows:

2808.12 Water Availability. Facilities with over 2500 cubic feet shall provide a water supply. The minimum fire flow shall be no less than 500 GPM @ 20 psi for a minimum of 1 hour duration for pile heights up to 6 feet and 2 hour duration for pile heights over 6 feet. If there is no water purveyor, an alternate water supply with storage tank(s) shall be provided for fire suppression. The water supply tank(s) shall provide a minimum capacity of 2500 gallons per pile (maximum 30,000 gallons) for piles not exceeding 6 feet in height and 5000 gallons per pile (maximum 60,000) for piles exceeding 6 feet in height. Water tank(s) shall not be used for any other purpose unless the required fire flow is left in reserve within the tank at all times. An approved method shall be provided to maintain the required amount of water within the tank(s).

Section 2808.13 Tipping area is hereby added as follows:

2808.13 Tipping areas shall comply with the following:

1. Tipping areas shall not exceed a maximum area of 50 feet by 50 feet.

2. Material within a tipping area shall not exceed 5 feet in height at any time.
3. Tipping areas shall be separated from all piles by a 20 foot wide fire access lane.
4. A fire hydrant or approved fire water supply outlet shall be located within 150 feet of all points along the perimeter of the tipping area.
5. All material within a tipping area shall be processed within 5 days of receipt.

Section 2808.14 Emergency Contact is hereby added as follows:

2808.14 Emergency Contact. The contact information of a responsible person or persons shall be provided to the Fire Department and shall be posted at the entrance to the facility for responding units. The responsible party should be available to respond to the business in emergency situation.

Chapter 29 Manufacture of Organic Coatings is adopted in its entirety without amendments.

Chapter 30 Industrial Ovens is adopted in its entirety without amendments.

Chapter 31 Tents and Other Membrane Structures is adopted in its entirety without amendments.

Chapter 32 High-Piled Combustible Storage is adopted in its entirety without amendments.

Chapter 33 Fire Safety during Construction and Demolition is adopted in its entirety without amendments.

Chapter 34 Tire Rebuilding and Tire Storage is adopted in its entirety without amendments.

Chapter 35 Welding and Other Hot Work is adopted in its entirety without amendments.

Chapter 36 Marinas is adopted in its entirety without amendments.

Chapter 37 Combustible Fibers is adopted in its entirety without amendments.

Chapter 48 Motion Picture and Television Production Studio Sound Stages, Approved Production Facilities and Production Locations is adopted in its entirety without amendments.

Chapter 49 Requirements for Wildland-Urban Interface Fire Areas is adopted in its entirety with the following amendments:

Section 4906.3 Requirements is hereby revised to read as follows:

4906.3 Requirements. Hazardous vegetation and fuels around all applicable buildings and structure shall be maintained in accordance with the following laws and regulations:

1. Public Resources Code, Section 4291.
2. California Code of Regulations, Title 14, Division 1.5, Chapter 7, Subchapter 3, Section 1299 (see guidance for implementation “General Guideline to Create Defensible Space”).
3. California Government Code, Section 51182.
4. California Code of Regulations, Title 19, Division 1, Chapter 7, Subchapter 1, Section 3.07.
5. OCFA Guideline C-05 “Vegetation Management Guideline – Technical Design for New Construction Fuel Modification Plans and Maintenance Program.”

Section 4908 Fuel Modification Requirements for New Construction is hereby added as follows:

4908 Fuel Modification Requirements for New Construction. All new buildings to be built or installed in a Wildfire Risk Area shall comply with the following:

1. Preliminary fuel modification plans shall be submitted to and approved by the fire code official prior to or concurrently with the approval of any tentative map.
2. Final fuel modification plans shall be submitted to and approved by the fire code official prior to the issuance of a grading permit.

3. The fuel modification plans shall meet the criteria set forth in the Fuel Modification Section of OCFA Guideline C-05 “Vegetation Management Guideline – Technical Design for New Construction Fuel Modification Plans and Maintenance Program.”

3.1 The fuel modification plan shall include provisions for the maintenance of the fuel modification in perpetuity.

4. The fuel modification plan may be altered if conditions change. Any alterations to the fuel modification areas shall have prior approval from the fire code official.

5. All elements of the fuel modification plan shall be maintained in accordance with the approved plan and are subject to the enforcement process outlined in the Fire Code.

Chapter 50 Hazardous Materials – General Provisions is adopted in its entirety with the following amendments.

Section 5001.5.2 Hazardous Materials Inventory Statement (HMIS) is hereby revised to read as follows:

5001.5.2 Hazardous Materials Inventory Statement (HMIS). Where required by the fire code official, an application for a permit shall include Orange County Fire Authority’s Chemical Classification Packet, which shall be completed and approved prior to approval of plans, and/or the storage, use or handling of chemicals on the premises. The Chemical Classification Packet shall include the following information:

1. Product Name.
2. Component.
3. Chemical Abstract Service (CAS) number.
4. Location where stored or used.
5. Container size.
6. Hazard classification.
7. Amount in storage.
8. Amount in use-closed systems.
9. Amount in use-open systems.

Section 5003.1.1.1 Extremely Hazardous Substances is hereby added as follows:

5003.1.1.1 Extremely Hazardous Substances. No person shall use or store any amount of extremely hazardous substances (EHS) in excess of the disclosable amounts (see Health and Safety Code Section 25500 et al) in a residential zoned or any residentially developed property.

Chapter 51 Aerosols is adopted in its entirety without amendments.

Chapter 53 Compressed Gases is adopted in its entirety without amendments.

Chapter 54 Corrosive materials is adopted in its entirety without amendments.

Chapter 55 Cryogenic Fluids is adopted in its entirety without amendments.

Chapter 56 Explosives and Fireworks is adopted in its entirety with the following amendments:

Section 5608.2 Firing is hereby added as follows:

5608.2 Firing. All fireworks displays, regardless of mortar, device, or shell size, shall be electrically fired.

Section 5608.3 Application for Permit is hereby added as follows:

Section 5608.3 Application for Permit. A diagram of the grounds on which the display is to be held showing the point at which the fireworks are to be discharged, the fallout area based on 100 feet per inch of shell size, the location of all buildings, roads, and other means of transportation, the lines behind which the audience will be restrained, the location of all nearby trees, telegraph or telephone line, or other overhead obstructions shall be provided to OCFA.

Chapter 57 Flammable and Combustible Liquids is adopted in its entirety without amendments.

Chapter 58 Flammable Gases and Flammable Cryogenic Fluids is adopted in its entirety without amendments.

Chapter 59 Flammable Solids is adopted in its entirety without amendments.

Chapter 60 Highly Toxic and Toxic Materials is adopted in its entirety without amendments.

Chapter 61 Liquefied Petroleum Gases is adopted in its entirety without amendments.

Chapter 62 Organic Peroxides is adopted in its entirety without amendments.

Chapter 63 Oxidizers, Oxidizing Gases, and Oxiding Cryogenic Fluids is adopted in its entirety without amendments.

Chapter 64 Pyrophoric Materials is adopted in its entirety without amendments.

Chapter 65 Pyroxylin (Cellulose Nitrate) Plastics is adopted in its entirety without amendments.

Chapter 66 Unstable (Reactive) Materials is adopted in its entirety without amendments.

Chapter 67 Water-Reactive Solids and Liquids is adopted in its entirety without amendments.

Chapter 80 Referenced Standards is adopted in its entirety with the following amendments:

NFPA 13, 2016 Edition, Standard for the Installation of Sprinkler Systems is hereby amended as follows:

Section 6.7.3 is hereby revised to read as follows:

6.7.3 Fire department connections (FDC) shall be of an approved type. The location shall be approved and be no more than 150 feet from a public hydrant. The FDC may be located within 150 feet of a private fire hydrant when approved by the fire code official. The size of piping and the number of 2½” inlets shall be approved by the fire code official. If acceptable to the water authority, it may be installed on the backflow assembly. Fire department inlet connections shall be painted OSHA safety red or as approved. When the fire sprinkler density design requires more than 500 gpm (including inside hose stream demand), or a standpipe system is included, four 2½” inlets shall be provided.

Section 8.3.3.1 is hereby revised to read as follows:

8.3.3.1 When fire sprinkler systems are installed in shell buildings of undetermined use (Spec Buildings) other than warehouses (S occupancies), fire sprinklers of the quick-response type shall be used. Use is considered undetermined if a specific tenant/occupant is not identified at the time the fire sprinkler plan is submitted. Sprinklers in light hazard occupancies shall be one of the following:

1. Quick-response type as defined in 3.6.4.8
2. Residential sprinklers in accordance with the requirements of 8.4.5
3. Quick response CMSA sprinklers
4. ESFR sprinklers
5. Standard-response sprinklers used for modifications or additions to existing light hazard systems equipped with standard-response sprinklers
6. Standard-response sprinklers used where individual standard-response sprinklers are replaced in existing light hazard systems

Section 11.1.1.1 is hereby added as follows:

11.1.1.1 When fire sprinkler systems are required in buildings of undetermined use other than warehouses, they shall be designed and installed to have a fire sprinkler density of not less than that required for an Ordinary Hazard Group 2 use, with no reduction(s) in density or design area. Warehouse fire sprinkler systems shall be designed to Figure 16.2.1.3.2 (d) curve “G”. Use is considered undetermined if a specific tenant/occupant is not identified at the time the sprinkler plan is submitted. Where a subsequent use or occupancy requires a system with greater capability, it shall be the responsibility of the occupant to upgrade the system to the required density for the new use or occupancy.

Section 11.2.3.1.1.1 is hereby added as follows:

11.2.3.1.1.1 The available water supply for fire sprinkler system design shall be determined by one of the following methods, as approved by the fire code official:

- 1) Subtract the project site elevation from the low water level for the appropriate pressure zone and multiply the result by 0.433;
- 2) Use a maximum of 40 psi, if available;
- 3) Utilize the OCFA water-flow test form/directions to document a flow test conducted by the local water agency or an approved third party licensed in the State of California.

NFPA 13D 2016 Edition, Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes is hereby amended as follows:

Section 7.1.2 is hereby revised to read as follows:

7.1.2 The sprinkler system piping shall not have separate control valves installed unless supervised by a central station, proprietary, or remote station alarm service:

NFPA 14, 2013 Edition, Installation of Standpipe and Hose Systems is hereby amended as follows:

Section 7.3.1.1 is hereby revised to read as follows:

7.3.1.1 Class I and III Standpipe hose connections shall be unobstructed and shall be located not less than 18 inches or more than 24 inches above the finished floor. Class II Standpipe hose connections shall be unobstructed and shall be located not less than 3 feet or more than 5 feet above the finished floor.

NFPA 24, 2016 Edition, Standard for the Installation of Private Fire Service Mains and Their Appurtenances is hereby amended as follows:

Section 6.2.8.1 is hereby added as follows:

6.2.8.1 All indicating valves controlling fire suppression water supplies shall be painted OSHA red.

Exceptions:

1. Brass or bronze valves on sprinkler risers mounted to the exterior of the building may be left unpainted.
2. Where OS&Y valves on the detector check assembly are the only control valves, at least one OS&Y valve shall be painted red.

Section 6.2.9 is hereby revised to read as follows:

All connections to private fire service mains for fire protection systems shall be arranged in accordance with one of the following so that they can be isolated:

- (1) A post indicator valve installed not less than 40 ft (12 m) from the building
 - (a) For buildings less than 40 ft (12 m) in height, a post indicator valve shall be permitted to be installed closer than 40 ft (12 m) but at least as far from the building as the height of the wall facing the post indicator valve.
- (2) A wall post indicator valve
- (3) An indicating valve in a pit, installed in accordance with Section 6.4
- (4) A backflow preventer with at least one indicating valve not less than 40 ft (12 m) from the building
 - (a) For buildings less than 40 ft (12 m) in height, a backflow preventer with at least one indicating valve shall be permitted to be installed closer than 40 ft (12 m) but at least as far from the building as the height of the wall facing the backflow preventer.
- (5) Control valves installed in a fire-rated room accessible from the exterior
- (6) Control valves in a fire-rated stair enclosure accessible from the exterior

Section 10.1.5 is hereby added as follows:

10.1.5 All ferrous pipe and joints shall be polyethylene encased per AWWA C150, Method A, B, or C. All fittings shall be protected with a loose 8-mil polyethylene tube or sheet. The ends of the tube or sheet shall extend past the joint by a minimum of 12 inches and be sealed with 2 inch wide tape approved for underground use. Galvanizing does not meet the requirements of this section.

Exception: 304 or 316 Stainless Steel pipe and fittings

Section 10.4.1.1 is hereby revised to read as follows:

10.4.1.1 All bolted joint accessories shall be cleaned and thoroughly coated with asphalt or other corrosion-retarding material after installation.

Exception: Bolted joint accessories made from 304 or 316 stainless steel.

Section 10.4.1.1.1 is hereby added as follows:

10.4.1.1.1 All bolts used in pipe-joint assembly shall be 316 stainless steel.

Section 10.4.3.2 is hereby revised to read as follows:

10.4.3.2 Where fire service mains enter the building adjacent to the foundation, the pipe may run under a building to a maximum of 24 inches, as measured from the interior face of the exterior wall to the center of the vertical pipe. The pipe under the building or building foundation shall be 304 or 316 stainless steel and shall not contain mechanical joints or it shall comply with 10.4.3.2.1 through 10.4.3.2.4.

Appendices

Appendix A is deleted in its entirety without amendments.

Appendix B is adopted in its entirety without amendments.

Appendix BB is adopted in its entirety without amendments.

Appendix C is adopted in its entirety without amendments.

Appendix CC is adopted in its entirety without amendments.

Appendix D is deleted in its entirety without amendments.

Appendix E is deleted in its entirety without amendments.

Appendix F is deleted in its entirety without amendments.

Appendix G is deleted in its entirety without amendments.

Appendix H is adopted in its entirety without amendments.

Appendix I is deleted in its entirety without amendments.

Appendix J is deleted in its entirety without amendments.

Appendix K is deleted in its entirety without amendments.

Appendix L is deleted in its entirety without amendments.

Appendix M is deleted in its entirety without amendments.

Appendix N is deleted in its entirety without amendments.

SECTION 4. The City Council finds and determines that the adoption of this Ordinance is not a project under the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15061(b)(3) of the CEQA Guidelines.

SECTION 5. If any section, subsection, subdivision, paragraph, sentence, clause, or phrase added by this Ordinance, or any part thereof, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity of effectiveness of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase thereof irrespective of the fact that any one or more subsections, subdivisions, paragraphs sentences, clauses, or phrases are declared unconstitutional, invalid, or ineffective.

SECTION 6. The Deputy City Clerk shall certify to the passage of this Ordinance and shall cause this Ordinance to be published or posted as required by law.

SECTION 7. All of the above-referenced documents and information have been and are on file with the City Clerk of the City.

PASSED, APPROVED AND ADOPTED this XX day of XX 2016.

NOEL HATCH, Mayor

ATTEST:

YOLIE TRIPPY, Deputy City Clerk

APPROVED AS TO FORM:

DAVID B. COSGROVE, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF LAGUNA WOODS)

I, YOLIE TRIPPY, Deputy City Clerk of the City of Laguna Woods, do
HEREBY CERTIFY that the foregoing **Ordinance No. 16-XX** was duly
introduced and placed upon its first reading at a regular meeting of the City
Council on the XX of XX 2016, and that thereafter, said Ordinance was duly
adopted and passed at a regular meeting of the City Council on the XX day of XX
2016 by the following vote to wit:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

YOLIE TRIPPY, Deputy City Clerk

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2016

California Building Code

Amendment Package

Strikethrough Version

Chapter 2 Definitions

Chapter 2 Definitions is adopted in its entirety with the following amendments:

Sections 202 General Definitions is hereby revised by adding “Spark Arrester” as follows:

202 General Definitions

SPARK ARRESTER. *A listed device constructed of noncombustible material specifically for the purpose of meeting one of the following conditions:*

1. Removing and retaining carbon and other flammable particles/debris from the exhaust flow of an internal combustion engine in accordance with California Vehicle Code Section 38366.
2. Fireplaces that burn solid fuel in accordance with California Building Code Chapter 28.

Chapter 7A Materials and Construction Methods for Exterior Wildfire Exposure

Adopt Chapter 7A Materials and Construction Methods for Exterior Wildfire Exposure in its entirety with the following amendments:

Section 701A.3 Application is hereby revised as follows:

701A.3 Application. New buildings located in any Fire Hazard Severity Zone or any Wildland-Urban Interface Fire Area designated by the enforcing agency constructed after the application date, and additions to and remodel of buildings constructed before 2012 located in areas currently designated as such, shall comply with the provisions of this chapter. The provisions shall also apply to additions, remodels, and accessory structures located within 100 feet of a fuel modification zone, vegetation management area, or similar area containing hazardous combustible vegetation, regardless of whether the property is currently located in a designated Fire Hazard Severity Zone or Wildland-Urban Interface Fire Area, when materials and/or construction methods for exterior wildfire exposure were previously required at the property by the Building or Fire Code Official.

Exceptions:

1. Buildings of an accessory character classified as a Group U occupancy and not exceeding 120 square feet in floor area, when located at least 30 feet from the applicable building.
2. Buildings of an accessory character classified as a Group U occupancy of any size located least 50 feet from an applicable building.

3. Buildings classified as a Group U Agricultural Building, as defined in Section 202 of this code (see also Appendix C – Group U Agricultural Buildings), when located at least 50 feet from an applicable building.
4. ~~Additions to and remodels of buildings originally constructed prior to the applicable application date.~~

Section 710A.3.2 is hereby revised as follows:

710A.3.2 ~~When required by the enforcing agency,~~ Detached accessory structures within 50 feet of an applicable building shall comply with the requirements of this section.

Section 710A.4 Requirements is hereby revised as follows:

710A.4 Requirements. ~~When required by the enforcing agency,~~ Accessory structures shall be constructed of non-combustible or ignition-resistant materials.

Chapter 9 Fire Protection Systems

Adopt Chapter 9 Fire Protection Systems is adopted in its entirety with the following amendments:

Section 903.2 Where required is hereby revised as follows:

903.2 Where required. Approved automatic sprinkler systems in ~~new~~ buildings and structures shall be provided when one of the following conditions exists: ~~in the locations described in Sections 903.2.1 through 903.2.12.~~

1. **New buildings:** Notwithstanding any applicable provisions of Sections 903.2.1 through 903.2.19, an automatic fire-extinguishing system shall also be installed in all occupancies when the total building area exceeds 5,000 square feet as defined in Section 202, regardless of fire areas or allowable area, or is more than two stories in height.

Exception: Subject to approval by the Fire Code Official, open parking garages in accordance with Section 406.5 of the California Building Code.

2. **Existing Buildings:** Notwithstanding any applicable provisions of this code, an automatic sprinkler system shall be provided in an existing building when an addition occurs and one of the following conditions exists:
 - a. When an addition is 33% or more of the existing building area, and the resulting building area exceeds 5000 square feet
 - b. When an addition exceeds 2000 square feet and the resulting building area exceeds 5000 square feet.

- c. An additional story is added above the second floor regardless of fire areas or allowable area.

Exception: Additions to Group R-3 occupancies shall comply with Section 903.2.8 (2).

Section 903.2.8 Group R is hereby revised as follows:

903.2.8 Group R. An automatic sprinkler system installed in accordance with Section 903.3 shall be provided throughout all buildings with a Group R fire area as follows:

1. **New Buildings:** An automatic sprinkler system shall be installed throughout all new buildings.
2. **Existing R-3 Buildings:** An automatic sprinkler system shall be installed throughout when one of the following conditions exists:
 - a. When an addition is 33% or more of the existing building area as defined in Section 202, and greater than 1000 square feet within a two year period; or,
 - b. An addition when the existing building is already provided with automatic sprinklers; or,
 - c. When an existing Group R Occupancy is being substantially renovated, and where the scope of the renovation is such that the Building Code Official determines that the complexity of installing a sprinkler system would be similar as in a new building.

Exceptions:

1. Existing Group R-3 occupancies converted to Group R-3.1 occupancies and not housing bedridden clients, not housing nonambulatory clients above the first floor, and not housing clients above the second floor.
2. Existing Group R-3 occupancies converted to Group R-3.1 occupancies housing only one bedridden client and complying with Section 435.8.3.3 of the California Building Code.
3. Pursuant to Health and Safety Code, Section 13113, occupancies housing ambulatory children only, none of whom are mentally ill children or children with intellectual disabilities, and the buildings or portions thereof in which such children are housed are not more than two stories in height, and building or portions thereof housing such children have an automatic fire alarm system activated by approved smoke detectors.
4. Pursuant to Health and Safety Code, Section 13143.6, occupancies licensed for protective social care which house ambulatory clients only, none of whom is a child (under the age of 18 years), or who is elderly (65 years of age or over).

When not used in accordance with Section 504.2 or 506.3 of the California Building Code, an automatic sprinkler system installed in accordance with Section 903.3.1.2 shall be allowed in Group R-2.1 occupancies.

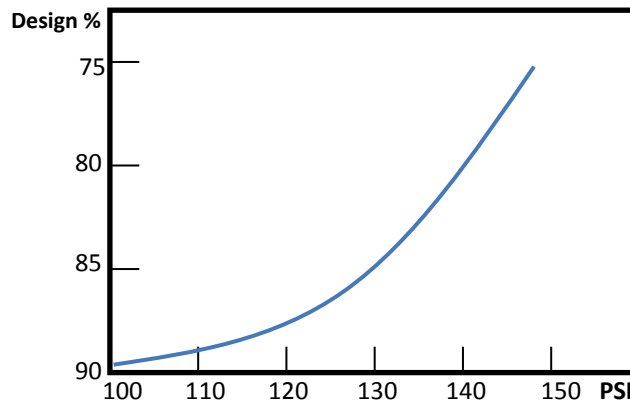
An automatic sprinkler system designed in accordance with Section 903.3.1.3 shall not be utilized in Group R-2.1 or R-4 occupancies.

Section 903.3.5.3 Hydraulically calculated systems is hereby added as follows:

903.3.5.3 Hydraulically calculated systems. The design of hydraulically calculated fire sprinkler systems shall not exceed 90% of the water supply capacity.

Exception: When static pressure exceeds 100 psi, and when required by the fire code official, the fire sprinkler system shall not exceed the water supply capacity specified by Table 903.3.5.3.

**TABLE 903.3.5.3
Hydraulically Calculated Systems**



**Chapter 35
Referenced Standards**

Chapter 35 Referenced Standards is adopted in its entirety with the following amendments:

NFPA 13, 2016 Edition, Standard for the Installation of Sprinkler Systems is hereby amended as follows:

Section 6.7.3 is hereby revised as follows:

6.7.3 Fire department connections (*FDC*) shall be of an approved type. The location shall be approved and be no more than 150 feet from a public hydrant. The FDC may be located within 150 feet of a private fire hydrant when approved

by the fire code official. The size of piping and the number of 2½” inlets shall be approved by the fire code official. If acceptable to the water authority, it may be installed on the backflow assembly. Fire department inlet connections shall be painted OSHA safety red or as approved. When the fire sprinkler density design requires more than 500 gpm (including inside hose stream demand), or a standpipe system is included, four 2½” inlets shall be provided.

Section 8.3.3.1 is hereby revised as follows:

8.3.3.1 When fire sprinkler systems are installed in shell buildings of undetermined use (Spec Buildings) other than warehouses (S occupancies), fire sprinklers of the quick-response type shall be used. Use is considered undetermined if a specific tenant/occupant is not identified at the time the fire sprinkler plan is submitted.

Sprinklers in light hazard occupancies shall be one of the following:

- (1) Quick-response type as defined in 3.6.4.8
- (2) Residential sprinklers in accordance with the requirements of 8.4.5
- (3) Quick response CMSA sprinklers
- (4) ESFR sprinklers
- (5) Standard-response sprinklers used for modifications or additions to existing light hazard systems equipped with standard-response sprinklers
- (6) Standard-response sprinklers used where individual standard-response sprinklers are replaced in existing light hazard systems

Section 11.1.1.1 is hereby added as follows:

11.1.1.1 When fire sprinkler systems are required in buildings of undetermined use other than warehouses, they shall be designed and installed to have a fire sprinkler density of not less than that required for an Ordinary Hazard Group 2 use, with no reduction(s) in density or design area. Warehouse fire sprinkler systems shall be designed to Figure 16.2.1.3.2 (d) curve “G”. Use is considered undetermined if a specific tenant/occupant is not identified at the time the sprinkler plan is submitted. Where a subsequent use or occupancy requires a system with greater capability, it shall be the responsibility of the occupant to upgrade the system to the required density for the new use or occupancy.

Section 11.2.3.1.1.1 is hereby added as follows:

11.2.3.1.1.1 The available water supply for fire sprinkler system design shall be determined by one of the following methods, as approved by the fire code official:

- 1) Subtract the project site elevation from the low water level for the appropriate pressure zone and multiply the result by 0.433;
- 2) Use a maximum of 40 psi, if available;
- 3) Utilize the OCFA water-flow test form/directions to document a flow test conducted by the local water agency or an approved third party licensed in the State of California.

NFPA 13D 2016 Edition, Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes is hereby amended as follows:

Section 7.1.2 is hereby revised as follows:

7.1.2 The sprinkler system piping shall not have separate control valves installed unless supervised by a central station, proprietary, or remote station alarm service, one of the following methods:

- ~~(1) Central station, proprietary, or remote station alarm service.~~
- ~~(2) Local alarm service that causes the sounding of an audible signal at a constantly attended location.~~
- ~~(3) Valves that are locked open.~~

NFPA 14, 2013 Edition, Installation of Standpipe and Hose Systems is hereby amended as follows:

Section 7.3.1.1 is hereby deleted in its entirety and replaced as follows:

~~**7.3.1.1** Hose connections and hose stations shall be unobstructed and shall be located not less than 3 ft (0.9 m) or more than 5 ft (1.5 m) above the floor.~~

7.3.1.1 Class I and III Standpipe hose connections shall be unobstructed and shall be located not less than 18 inches or more than 24 inches above the finished floor. Class II Standpipe hose connections shall be unobstructed and shall be located not less than 3 feet or more than 5 feet above the finished floor.

NFPA 24, 2016 Edition, Standard for the Installation of Private Fire Service Mains and Their Appurtenances is hereby amended as follows:

Section 6.2.8.1 is hereby added as follows:

6.2.8.1 All indicating valves controlling fire suppression water supplies shall be painted OSHA red.

Exceptions:

1. Brass or bronze valves on sprinkler risers mounted to the exterior of the building may be left unpainted.
2. Where OS&Y valves on the detector check assembly are the only control valves, at least one OS&Y valve shall be painted red.

Section 6.2.9 is hereby amended as follows:

All connections to private fire service mains for fire protection systems shall be arranged in accordance with one of the following so that they can be isolated:

- (1) A post indicator valve installed not less than 40 ft (12 m) from the building
 - (a) For buildings less than 40 ft (12 m) in height, a post indicator valve shall be permitted to be installed closer than 40 ft (12 m) but at least as far from the building as the height of the wall facing the post indicator valve.
- (2) A wall post indicator valve
- (3) An indicating valve in a pit, installed in accordance with Section 6.4
- (4) A backflow preventer with at least one indicating valve not less than 40 ft (12 m) from the building
 - (a) For buildings less than 40 ft (12 m) in height, a backflow preventer with at least one indicating valve shall be permitted to be installed closer than 40 ft (12 m) but at least as far from the building as the height of the wall facing the backflow preventer.
- ~~(5) A nonindicating valve, such as an underground gate valve with an approved roadway box, complete with T-wrench, located not less than 40 ft (12 m) from the building~~
 - ~~(a) For buildings less than 40 ft (12 m) in height, a nonindicating valve, such as an underground gate valve with an approved roadway box, complete with T wrench, shall be permitted to be installed closer than 40 ft (12 m) but at least as far from the building as the height of the wall facing the non-indicating valve.~~
- (6~~5~~) Control valves installed in a fire-rated room accessible from the exterior
- (7~~6~~) Control valves in a fire-rated stair enclosure accessible from the exterior

Section 10.1.5 is hereby added as follows:

10.1.5 All ferrous pipe and joints shall be polyethylene encased per AWWA C150, Method A, B, or C. All fittings shall be protected with a loose 8-mil polyethylene tube or sheet. The ends of the tube or sheet shall extend past the joint by a minimum of 12 inches and be sealed with 2 inch wide tape approved for underground use. Galvanizing does not meet the requirements of this section.

Exception: 304 or 316 Stainless Steel pipe and fittings

Section 10.4.1.1 is hereby revised as follows:

10.4.1.1 All bolted joint accessories shall be cleaned and thoroughly coated with asphalt or other corrosion-retarding material after installation.

Exception: Bolted joint accessories made from 304 or 316 stainless steel.

Section 10.4.1.1.1 is hereby added as follows:

10.4.1.1.1 All bolts used in pipe-joint assembly shall be 316 stainless steel.

Section 10.4.3.2 is hereby deleted and replaced as follows:

~~10.4.3.2 Where approved, private fire service mains supplying systems within the building shall be permitted to extend more than 10 ft. under the building when all of the requirements of 10.4.3.2.1 through 10.4.3.2.4 are met.~~ *Where fire service mains enter the building adjacent to the foundation, the pipe may run under a building to a maximum of 24 inches, as measured from the interior face of the exterior wall to the center of the vertical pipe. The pipe under the building or building foundation shall be 304 or 316 stainless steel and shall not contain mechanical joints or it shall comply with 10.4.3.2.1 through 10.4.3.2.4.*

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2016

California Residential
Code
Amendment Package

Strikethrough Version

Chapter 2 Definitions

Chapter 2 Definitions is adopted in its entirety with the following amendment:

Section 202 Definitions is hereby revised by adding “OCFA” and “Spark Arrester” as follows:

OCFA: *Orange County Fire Authority, fire authority having jurisdiction.*

SPARK ARRESTER. *A listed device constructed of noncombustible material specifically for the purpose of meeting one of the following conditions:*

- 1. Removing and retaining carbon and other flammable particles/debris from the exhaust flow of an internal combustion engine in accordance with California Vehicle Code Section 38366.*
- 2. Fireplaces that burn solid fuel in accordance with California Building Code Chapter 28.*

Chapter 3 Building Planning

Chapter 3 Building Planning is adopted in its entirety with the following amendments and additions:

Section R301.9 Fuel Modification Requirements for New Construction is hereby added as follows:

R301.9 Fuel Modification Requirements for New Construction. *All new structures and facilities adjoining land containing hazardous combustible vegetation shall be approved and in accordance with the requirements of OCFA Guideline C-05 “Vegetation Management Guideline – Technical Design for new Construction Fuel Modification Plans and Maintenance Program.”*

Section R309.6 Fire sprinkler attached garages, and carports with habitable space above is hereby amended by modifying the exception as follows:

Exception: An automatic residential fire sprinkler system shall not be required when additions or alterations are made to existing carports and/or garages that do not have an automatic residential fire sprinkler system installed ~~in accordance with this section~~ unless a sprinkler system is required in accordance with California Fire Code Section 903.2.8.

Section R313.1 Townhouse automatic fire sprinkler systems is hereby amended by

modifying the exception as follows:

Exception: An automatic residential fire sprinkler system shall not be required when additions or alterations are made to existing townhouses that do not have an automatic residential fire sprinkler system installed unless a sprinkler system is required in accordance with California Fire Code Section 903.2.8.

Section R313.2 One- and two-family dwellings automatic fire sprinkler systems is hereby amended by modifying the exception as follows:

Exception: An automatic residential fire sprinkler system shall not be required for additions or alterations to existing buildings that are not already provided with an automatic residential sprinkler system unless a sprinkler system is required in accordance with California Fire Code Section 903.2.8.

Section R313.3.6.2.2 Calculation procedure is hereby revised as follows:

Section R313.3.6.2.2 Calculation procedure. Determination of the required size for water distribution piping shall be in accordance with the following procedure and California Fire Code Section 903.3.5.3.

(The remainder of the section is unchanged)

Section R319.1 Address identification is hereby revised as follows:

R319 Site Address. New and existing buildings shall be provided with approved address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be not less than 4 inches in height with a stroke width of not less than 0.5 inch. Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response. Where access is by means of a private road and the building address cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address identification shall be maintained.

Section R337.1.3 Application is hereby revised as follows:

R337.1.3 Application. New buildings located in any Fire Hazard Severity Zone or any Wildland-Urban Interface Fire Area designated by the enforcing agency constructed after the application date, and additions to and remodel of buildings constructed before 2012 located in areas currently designated as such, shall comply with the provisions of this chapter. The provisions shall also apply to additions, remodels, and accessory structures located within 100 feet of a fuel

modification zone, vegetation management area, or similar area containing hazardous combustible vegetation, regardless of whether the property is currently located in a designated Fire Hazard Severity Zone or Wildland-Urban Interface Area, when materials and/or construction methods for exterior wildfire exposure were previously required at the property by the Building or Fire Code Official.

Exceptions:

1. Buildings of an accessory character classified as a Group U occupancy and not exceeding 120 square feet in floor area, when located at least 30 feet from an applicable building.
2. Buildings of an accessory character classified as a Group U occupancy of any size located at least 50 feet from an applicable building.
3. Buildings classified as a Group U Agricultural Building, as defined in Section 202 of this code (see also Appendix C – Group U Agricultural Buildings), when located at least 50 feet from an applicable building.
- ~~4. Additions to and remodels of buildings originally constructed prior to the applicable application date.~~

Section R337.1.6 Fuel Modification Requirements for New Construction is hereby added as follows:

R337.1.6 Fuel Modification Requirements for New Construction. *All new buildings to be built or installed in a Wildfire Risk Area shall comply with the following:*

1. Preliminary fuel modification plans shall be submitted to and approved by the fire code official prior to or concurrently with the approval of any tentative map.
2. Final fuel modification plans shall be submitted to and approved by the fire code official prior to the issuance of a grading permit.
3. The fuel modification plans shall meet the criteria set forth in the Fuel Modification Section of OCFA Guideline C-05 “Vegetation Management Guideline – Technical Design for New Construction Fuel Modification Plans and Maintenance Program.”
 - 3.1. The fuel modification plan shall include provisions for the maintenance of the fuel modification in perpetuity.
4. The fuel modification plan may be altered if conditions change. Any alterations to the fuel modification areas shall have prior approval from the fire code official.

5. All elements of the fuel modification plan shall be maintained in accordance with the approved plan and are subject to the enforcement process outlined in the Fire Code.

Chapter 10 Chimneys and Fireplaces

Chapter 10 Chimneys and Fireplaces is adopted in its entirety with the following amendments:

Section R1001.13 Outdoor Fireplaces, Fire Pits, Fire Rings, or similar devices is hereby added as follows:

R1001.14 Outdoor Fireplaces, Fire Pits, Fire Rings, or similar devices.
Outdoor fireplaces, fire pits, fire rings, or similar exterior devices shall comply with this section.

Exception: Barbeques, grills, and other portable devices intended solely for cooking

Section R1001.13.1 Gas-fueled devices is hereby added as follows:

R1001.13.1 Gas-fueled devices. Outdoor fireplaces, fire pits and similar devices fueled by natural gas or liquefied-petroleum gas are allowed when approved by the Building Department and the device is designed to only burn a gas flame and not wood or other solid fuel. At R-3 occupancies, combustible construction shall not be located within three feet of an atmospheric column that extends vertically from the perimeter of the device. Where a permanent Building Department approved hood and vent is installed, combustible construction may encroach upon this column between the bottom of the hood and the vent opening. Where chimneys or vents are installed, they shall have a spark arrester in accordance with Section R1003.9.2.

Section R1001.13.2 Devices using wood or fuels other than natural gas or liquefied-petroleum gas is hereby added as follows:

R1001.13.2 Devices using wood or fuels other than natural gas or liquefied-petroleum gas. Fireplaces burning wood or other solid fuel shall be constructed in accordance with Section R1001. Fires in a fireplace shall be contained within a firebox with an attached chimney. The opening in the face of the firebox shall have an installed and maintained method of arresting sparks. The burning of wood or other solid fuel in a device is not allowed within 15 feet of combustible structures, unless within a permanent or portable fireplace.

Section R1001.13.3 Devices using wood or fuels other than natural gas or liquefied-petroleum gas is hereby added as follows:

R1001.13.3 Where prohibited. *The burning of wood and other solid fuels shall not be conducted within a fuel modification zone. Wood and other solid fuel burning fires in devices other than permanent fireplaces are not allowed within Wildfire Risk Areas (WRA) and adopted Fire Hazard Severity Zones (FHSZ) or in locations where conditions could cause the spread of fire to the WRA or FHSZ, unless determined by the Fire Code Official that the location or design of the device should reasonably prevent the start of a wildfire.*

Chapter 44 Referenced Standards

Chapter 44 Referenced Standards is adopted in its entirety with the following amendments:

NFPA 13, 2016 Edition, Standard for the Installation of Sprinkler Systems is hereby amended as follows:

Section 6.7.3 is hereby revised as follows:

6.7.3 Fire department connections (FDC) shall be of an approved type. The location shall be approved and be no more than 150 feet from a public hydrant. The FDC may be located within 150 feet of a private fire hydrant when approved by the fire code official. The size of piping and the number of 2½” inlets shall be approved by the fire code official. If acceptable to the water authority, it may be installed on the backflow assembly. Fire department inlet connections shall be painted OSHA safety red or as approved. When the fire sprinkler density design requires more than 500 gpm (including inside hose stream demand), or a standpipe system is included, four 2½” inlets shall be provided.

Section 8.3.3.1 is hereby revised as follows:

8.3.3.1 When fire sprinkler systems are installed in shell buildings of undetermined use (Spec Buildings) other than warehouses (S occupancies), fire sprinklers of the quick-response type shall be used. Use is considered undetermined if a specific tenant/occupant is not identified at the time the fire sprinkler plan is submitted.

Sprinklers in light hazard occupancies shall be one of the following:

- (1) Quick-response type as defined in 3.6.4.8
- (2) Residential sprinklers in accordance with the requirements of 8.4.5
- (3) Quick response CMSA sprinklers
- (4) ESFR sprinklers
- (5) Standard-response sprinklers used for modifications or additions to existing light hazard systems equipped with standard-response sprinklers

- (6) Standard-response sprinklers used where individual standard-response sprinklers are replaced in existing light hazard systems

Section 11.1.1.1 is hereby added as follows:

11.1.1.1 When fire sprinkler systems are required in buildings of undetermined use other than warehouses, they shall be designed and installed to have a fire sprinkler density of not less than that required for an Ordinary Hazard Group 2 use, with no reduction(s) in density or design area. Warehouse fire sprinkler systems shall be designed to Figure 16.2.1.3.2 (d) curve “G”. Use is considered undetermined if a specific tenant/occupant is not identified at the time the sprinkler plan is submitted. Where a subsequent use or occupancy requires a system with greater capability, it shall be the responsibility of the occupant to upgrade the system to the required density for the new use or occupancy.

Section 11.2.3.1.1.1 is hereby added as follows:

11.2.3.1.1.1 The available water supply for fire sprinkler system design shall be determined by one of the following methods, as approved by the fire code official:

- 1) Subtract the project site elevation from the low water level for the appropriate pressure zone and multiply the result by 0.433;
- 2) Use a maximum of 40 psi, if available;
- 3) Utilize the OCFA water-flow test form/directions to document a flow test conducted by the local water agency or an approved third party licensed in the State of California.

NFPA 13D 2016 Edition, Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes is hereby amended as follows:

Section 7.1.2 is hereby revised as follows:

7.1.2 The sprinkler system piping shall not have separate control valves installed unless supervised by a central station, proprietary, or remote station alarm service. ~~one of the following methods:~~

- ~~(1) Central station, proprietary, or remote station alarm service.~~
- ~~(2) Local alarm service that causes the sounding of an audible signal at a constantly attended location.~~
- ~~(3) Valves that are locked open.~~

Appendix O Vehicular Gates

Appendix O Vehicular Gates is adopted with only the section indicated below:

SECTION AO103.3 Vehicular gates or other barriers across required fire apparatus access roads is added as follows:

AO103.3 Vehicular gates or other barriers across required fire apparatus access roads. *The installation of gates or other barriers across a required fire apparatus access road shall be approved by the fire code official. Gates or barriers shall be in accordance with Orange County Fire Authority Guideline B-09 “Fire Master Plans for Commercial and Residential Development”.*

2016

California Fire Code
Amendment Package

Strikethrough Version

Chapter 1 Scope and Administration

Chapter 1 Scope and Administration is adopted in its entirety with the following amendments:

Section 109.4 Violation penalties is hereby revised as follows:

109.4 Violation penalties. Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or shall fail to comply with any issued orders or notices or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be guilty of a [SPECIFY OFFENSE] punishable by a fine of not more than [AMOUNT] dollars or by imprisonment not exceeding [NUMBER OF DAYS], or both such fine and imprisonment shall result in penalties assessed as prescribed in the OCFA Prevention Field Services adopted fee schedule. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

Section 109.4.2 Infraction and misdemeanor is hereby added as follows:

109.4.2 Infraction and misdemeanor. Persons operating or maintaining any occupancy, premises or vehicle subject to this code that shall permit any fire or life safety hazard to exist on premises under their control shall be guilty of an infraction. Persons who fail to take immediate action to abate a fire or life safety hazard when ordered or notified to do so by the chief or a duly authorized representative are guilty of a misdemeanor.

Chapter 2 Definitions

Chapter 2 Definitions is adopted in its entirety with the following amendments:

Sections 202 General Definitions is hereby revised by adding “OCFA,” “Sky Lantern,” and “Spark Arrester” as follows:

202 General Definitions

OCFA: Orange County Fire Authority, fire authority having jurisdiction.

SKY LANTERN. An airborne lantern typically made of paper, Mylar, or other lightweight material with a wood, plastic, or metal frame containing a candle, fuel cell, or other heat source that provides buoyancy.

SPARK ARRESTER. A listed device constructed of noncombustible material specifically for the purpose of meeting one of the following conditions:

1. Removing and retaining carbon and other flammable particles/debris from the exhaust flow of an internal combustion engine in accordance with California Vehicle Code Section 38366.
2. Fireplaces that burn solid fuel in accordance with California Building Code Chapter 28.

Chapter 3 General Requirements

Chapter 3 General Requirements is adopted in its entirety with the following amendments:

Section 304.1.2 Vegetation is hereby revised as follows:

304.1.2 Vegetation. Type, amount, or arrangement of weeds, ~~Weeds~~, grass, vines or other growth that is capable of being ignited and endangering property needing to comply with OCFA Guidelines, shall be cut down, thinned, and removed by the owner or occupant of the premises in accordance with OCFA Guideline C-05 “Vegetation Management Guideline—Technical Design for New Construction, Fuel Modification Plans, and Maintenance Program. Vegetation clearance requirement in urban-wildland interface areas shall be in accordance with Chapter 49.

Section 305.6 Hazardous Conditions is hereby added as follows:

305.6 Hazardous conditions. Outdoor fires are not allowed when predicted sustained winds exceed 8 MPH during periods when relative humidity is less than 25%, or a red flag condition has been declared or public announcement is made, when an official sign was caused to be posted by the fire code official, or when such fires present a hazard as determined by the fire code official.

Section 305.7 Disposal of rubbish is hereby added as follows:

305.7 Disposal of rubbish. Rubbish, trash or combustible waste material shall be burned only within an approved incinerator and in accordance with Section 307.2.1.

Section 307 OPEN BURNING, RECREATIONAL FIRES AND PORTABLE OUTDOOR FIREPLACES is hereby amended as follows:

SECTION 307 OPEN BURNING, RECREATIONAL FIRES, FIRE PITS, FIRE RINGS, AND PORTABLE OUTDOOR FIREPLACES

Sections 307.6 Outdoor Fireplaces, Fire Pits, Fire Rings, or similar devices used at Group R Occupancies is hereby added as follows:

307.6 Outdoor Fireplaces, Fire Pits, Fire Rings, or similar devices used at Group R Occupancies. Outdoor fireplaces, fire pits, fire rings, or similar exterior devices used at Group R shall comply with this section.

Exception: Barbeques, grills, and other portable devices intended solely for cooking.

Section 307.6.1 Gas-fueled devices is hereby added as follows:

307.6.1 Gas-fueled devices. Outdoor fireplaces, fire pits and similar devices fueled by natural gas or liquefied-petroleum gas are allowed when approved by the Building Department and the device is designed to only burn a gas flame and not wood or other solid fuel. At R-3 occupancies, combustible construction shall not be located within three feet of an atmospheric column that extends vertically from the perimeter of the device. At other R occupancies, the minimum distance shall be ten feet. Where a permanent Building Department approved hood and vent is installed, combustible construction may encroach upon this column between the bottom of the hood and the vent opening. Where chimneys or vents are installed, they shall have a spark arrester as defined in Section 202.

Section 307.6.2 Devices using wood or fuels other than natural gas or liquefied-petroleum gas is hereby added as follows:

307.6.2 Devices using wood or fuels other than natural gas or liquefied-petroleum gas. Fireplaces burning wood or other solid fuel shall be constructed in accordance with the California Building Code. Fires in a fireplace shall be contained within a firebox with an attached chimney. The opening in the face of the firebox shall have an installed and maintained method of arresting sparks. The burning of wood or other solid fuel in a device is not allowed within 15 feet of combustible structures, unless within a permanent or portable fireplace. Conditions which could cause a fire to spread within 25 feet of a structure or to vegetation shall be eliminated prior to ignition. Fires in devices burning wood or solid fuel shall be in accordance with Sections 305, 307, and 308.

Section 307.6.2.1 Where prohibited is hereby added as follows:

307.6.2.1 Where prohibited. The burning of wood and other solid fuels shall not be conducted within a fuel modification zone. Wood and other solid fuel burning fires in devices other than permanent fireplaces are not allowed within Wildfire Risk Areas (WRA) and Wildland-Urban Interface Areas (WUI) or in locations where conditions could cause the spread of fire to the WRA or WUI unless determined by the Fire Code Official that the location or design of the device should reasonably prevent the start of a wildfire.

Section 309.2.1 Indoor charging of electric carts/cars is hereby added as follows:

309.2.1 Indoor charging of electric carts/cars. *Indoor charging of electric carts/cars where the combined volume of all battery electrolyte exceeds 50 gallons shall comply with following:*

- 1. Spill control and neutralization shall be provided and comply with Section 608.5.*
- 2. Room ventilation shall be provided and comply with Section 608.6.1*
- 3. Signage shall be provided and comply with Section 608.7.1*
- 4. Smoke detection shall be provided and comply with Section 608.9.*

Section 320 Fuel Modification Requirements for New Construction is hereby added as follows:

320 Fuel Modification Requirements for New Construction. *All new structures and facilities adjoining land containing hazardous combustible vegetation shall be approved and in accordance with the requirements of OCFA Guideline C-05 “Vegetation Management Guideline – Technical Design for New Construction Fuel Modification Plans and Maintenance Program.”*

Section 321 Clearance of brush or vegetation growth from roadways is hereby added as follows:

321 Clearance of brush or vegetation growth from roadways. *The fire code official is authorized to cause areas within 10 feet (3048 mm) on each side of portions of highways and private streets which are improved, designed or ordinarily used for vehicular traffic, to be cleared of flammable vegetation and other combustible growth. Measurement shall be from the flow-line or the end of the improved edge of the roadway surfaces.*

Exception: *Single specimens of trees, ornamental shrubbery or cultivated ground cover such as green grass, ivy, succulents or similar plants used as ground covers, provided that they do not form a means of readily transmitting fire.*

Section 322 Unusual Circumstances is hereby added as follows:

322 Unusual circumstances. *The fire code official may suspend enforcement of the vegetation management requirements and require reasonable alternative measures designed to advance the purpose of this code if determined that in any specific case that any of the following conditions exist:*

- 1. Difficult terrain.*
- 2. Danger of erosion.*
- 3. Presence of plants included in any state and federal resources agencies, California Native Plant Society and county-approved list of wildlife, plants, rare, endangered and/or threatened species.*
- 4. Stands or groves of trees or heritage trees.*
- 5. Other unusual circumstances that make strict compliance with the clearance of vegetation provisions undesirable or impractical.*

Section 323 Use of Equipment is hereby added as follows:

323 Use of equipment. *Except as otherwise provided in this section, no person shall use, operate, or cause to be operated in, upon or adjoining any hazardous fire area any internal combustion engine which uses hydrocarbon fuels, unless the engine is equipped with a spark arrester as defined in Section 202 maintained in effective working order, or the engine is constructed, equipped and maintained for the prevention of fire.*

Exceptions:

- 1. Engines used to provide motor power for trucks, truck tractors, buses, and passenger vehicles, except motorcycles, are not subject to this section if the exhaust system is equipped with a muffler as defined in the Vehicle Code of the State of California.**
- 2. Turbocharged engines are not subject to this section if all exhausted gases pass through the rotating turbine wheel, there is no exhaust bypass to the atmosphere, and the turbocharger is in good mechanical condition**

Section 323.1 Spark Arresters is hereby added as follows:

323.1 Spark arresters. *Spark arresters shall comply with Section 202, and when affixed to the exhaust system of engines or vehicles subject to Section 323 shall not be placed or mounted in such a manner as to allow flames or heat from the exhaust system to ignite any flammable material.*

Section 324 Sky Lanterns or similar devices is hereby added as follows:

324 Sky Lanterns or similar devices. *The ignition and/or launching of a Sky Lantern or similar device is prohibited.*

**Chapter 4
Emergency Planning and Preparedness**

Chapter 4: Emergency Planning and Preparedness. Adopt only the sections, subsections, and amendment listed below:

401
401.3.4
401.9
402
403.2
404.5 – 404.6.6
407

Section 407.5 is revised as follows:

407.5 Hazardous Materials Inventory Statement. Where required by the fire code official, each application for a permit shall include a ~~Hazardous Materials Inventory Statement~~ OCFA's Chemical Classification Packet in accordance with Section 5001.5.2.

Chapter 5 Fire Service Features

Chapter 5 Fire Service Features is adopted in its entirety with the following amendments:

SECTION 501.1 Scope is revised as follows:

501.1 Scope. Fire service features for buildings, structures and premises shall comply with this chapter and, where required by the fire code official, with OCFA Guideline B-09, "Fire Master Plan for Commercial & Residential Development." Fire service features for buildings, structures and premises located in State Responsibility Areas shall also comply with OCFA Guideline B-09a, "Fire Safe Development in State Responsibility Areas."

Section 510.1 Emergency responder radio coverage is revised as follows:

510.1 Emergency responder radio coverage in new buildings. All new buildings shall have approved radio coverage for emergency responders within the building based upon the existing coverage levels of the public safety communication systems of the jurisdiction at the exterior of the building. This section shall not require improvement of the existing public safety communication systems. The Emergency Responder Radio Coverage System shall comply with the local authority having jurisdiction's ordinance and this code.

Exceptions:

- ~~1. Where approved by the building official and the fire code official, a wired communication system in accordance with Section 907.2.13.2 shall be permitted to be installed or maintained instead of an approved radio coverage system.~~
2. 1. Where it is determined by the fire code official that the radio coverage system is not needed.
3. 2. In facilities where emergency responder radio coverage is required and such systems, components or equipment required could have a negative impact on the normal operations of that facility, the fire code official shall have the authority to accept an automatically activated emergency radio coverage system.

This section shall not apply to the following:

1. Existing buildings or structures, unless required by the Building Official and OCFA for buildings and structures undergoing extensive remodel and/or expansion.
2. Elevators.
3. Structures that are three stories or less without subterranean storage or parking and that do not exceed 50,000 square feet on any single story.
4. Wood-constructed residential structures four stories or less without subterranean storage or parking that are not built integral to an above ground multi-story parking structure.
5. Should construction that is three stories or less that does not exceed 50,000 square feet on any single story include subterranean storage or parking, then this ordinance shall apply only to the subterranean areas.

Section 510.2 Emergency responder radio coverage in existing buildings is deleted without replacement:

~~**510.2 Emergency responder radio coverage in existing buildings.** Existing buildings shall be provided with approved radio coverage for emergency responders as required in Chapter 11.~~

Section 510.4.2.2 Technical Criteria is revised as follows:

510.4.2.2 Technical criteria. The fire code official shall maintain a document providing the specific technical information and requirements for the emergency responder radio coverage system. This document shall contain, but not be limited to, the various frequencies required, the location of radio sites, effective radiated power of radio sites, and other supporting technical information.

1. The frequency range supported from the 800 MHz Countywide Communications System shall be 851-869 MHz (base transmitter frequencies).
2. The frequency range supported to the 800 MHz Countywide Communications System shall be 806-824 MHz (radio field transmit frequencies).
3. A public safety radio amplification system shall include filters to reject frequencies below 851 MHz and frequencies above 869 MHz by a minimum of 35dB.
4. All system components must be 100 percent compatible with analog and digital modulations after installation without adjustments or modifications. The systems must be capable of encompassing the frequencies stated herein and capable of future modifications to a frequency range subsequently established by the jurisdiction.
5. Active devices shall have a minimum of -50 dB 3rd order intermodulation protection.
6. All active in-building coverage devices shall be FCC Part 90 Type Certified

Section 510.5.1 Approval prior to installation is revised as follows:

510.5.1 Approval prior to installation. Amplification systems capable of operating on frequencies licensed to any public safety agency by the FCC shall not be installed without prior plan submittal, coordination and approval from Orange County Communications and a copy of the approved plan provided to of the fire and building code officials.

Section 510.5.2 Minimum qualification of personnel is revised as follows:

510.5.2 Minimum qualifications of personnel. The minimum qualifications of the system designer and lead installation personnel shall include both of the following:

1. A valid FCC-issued general radio operator's license.
2. Certification of in-building system training issued by a nationally recognized organization, school or a certificate issued by the manufacturer of the equipment being installed.

~~These qualifications shall not be required where demonstration of adequate skills and experience satisfactory to the fire code official is provided.~~

Section 510.5.3 Acceptance test procedure item 7 is revised as follows:

510.5.3 Acceptance test procedure. When an emergency responder radio coverage system is required, and upon completion of installation, the building owner shall have the radio system tested to ensure that two-way coverage on each floor of the building is not less than 90 percent. The test procedure shall be conducted as follows: ...

7. As part of the installation a spectrum analyzer or other suitable test equipment shall be utilized to ensure spurious oscillations are not being generated by the subject signal booster. This test shall be conducted at the time of installation and subsequent annual inspections by the FCC licensed technician hired by the property owner and an OCSD/Communications Division FCC-certified technician.

Section 510.6.1 Testing and proof of compliance is revised as follows:

510.6.1 Testing and proof of compliance.

The owner of the building or their representative shall have the emergency responder radio coverage system ~~shall be~~ inspected and tested annually or where structural changes occur including additions or remodels that could materially change the original field performance tests. Testing shall consist of the following:

1. ~~In-building coverage test as described in Section 510.5.3.~~ In-building system components shall be tested to determine general functional operability.
2. Signal boosters shall be tested to ensure that the gain is the same as it was upon initial installation and acceptance.

3. Backup batteries and power supplies shall be tested under load of a period of one hour to verify that they will properly operate during an actual power outage. If within the 1-hour test period the battery exhibits symptoms of failure, the test shall be extended for additional 1-hour periods until the integrity of the battery can be determined.
4. Other active components shall be checked to verify operation within the manufacturer's specifications.
5. If noncompliance is found, the FCC licensed technician will assess improvements necessary and provide such information to OCSD Communications and the fire and building code officials.
- 5.6. At the conclusion of the testing, a certification report, which shall verify compliance with Section 510.5.3, shall be submitted to OCSD Communications and the fire and building code officials.

Chapter 6 Building Services and Systems

Chapter 6 Building Services and Systems is adopted in its entirety without amendments:

Chapter 7 Fire-Resistance-Rated Construction

Chapter 7 Fire-Resistance-Rated Construction is adopted in its entirety without amendments.

Chapter 8 Interior Finish, Decorative Materials and Furnishings

Chapter 8 Interior Finish, Decorative Materials and Furnishings is adopted in its entirety without amendments.

Chapter 9 Fire Protection Systems

Adopt Chapter 9 Fire Protection Systems is adopted in its entirety with the following amendments:

Section 903.2 Where required is hereby revised as follows:

903.2 Where required. Approved automatic sprinkler systems in ~~new~~ buildings and structures shall be provided when one of the following conditions exists: ~~in the locations described in Sections 903.2.1 through 903.2.12.~~

1. **New buildings:** Notwithstanding any applicable provisions of Sections 903.2.1 through 903.2.19, an automatic fire-extinguishing system shall also

be installed in all occupancies when the total building area exceeds 5,000 square feet as defined in Section 202, regardless of fire areas or allowable area, or is more than two stories in height.

Exception: Subject to approval by the Fire Code Official, open parking garages in accordance with Section 406.5 of the California Building Code.

2. **Existing Buildings:** Notwithstanding any applicable provisions of this code, an automatic sprinkler system shall be provided in an existing building when an addition occurs and one of the following conditions exists:
- a. When an addition is 33% or more of the existing building area, and the resulting building area exceeds 5000 square feet
 - b. When an addition exceeds 2000 square feet and the resulting building area exceeds 5000 square feet.
 - c. An additional story is added above the second floor regardless of fire areas or allowable area.

Exception: Additions to Group R-3 occupancies shall comply with Section 903.2.8 (2).

Section 903.2.8 Group R is hereby revised as follows:

903.2.8 Group R. An automatic sprinkler system installed in accordance with Section 903.3 shall be provided throughout all buildings with a Group R fire area as follows:

1. **New Buildings:** An automatic sprinkler system shall be installed throughout all new buildings.
2. **Existing R-3 Buildings:** An automatic sprinkler system shall be installed throughout when one of the following conditions exists:
 - a. When an addition is 33% or more of the existing building area as defined in Section 202, and greater than 1000 square feet within a two year period; or,
 - b. An addition when the existing building is already provided with automatic sprinklers; or,
 - c. When an existing Group R Occupancy is being substantially renovated, and where the scope of the renovation is such that the Building Code Official determines that the complexity of installing a sprinkler system would be similar as in a new building.

Exceptions:

1. Existing Group R-3 occupancies converted to Group R-3.1 occupancies and not housing bedridden clients, not housing nonambulatory clients above the first floor, and not housing clients above the second floor.

2. Existing Group R-3 occupancies converted to Group R-3.1 occupancies housing only one bedridden client and complying with Section 435.8.3.3 of the California Building Code.
3. Pursuant to Health and Safety Code, Section 13113, occupancies housing ambulatory children only, none of whom are mentally ill children or children with intellectual disabilities, and the buildings or portions thereof in which such children are housed are not more than two stories in height, and building or portions thereof housing such children have an automatic fire alarm system activated by approved smoke detectors.
4. Pursuant to Health and Safety Code, Section 13143.6, occupancies licensed for protective social care which house ambulatory clients only, none of whom is a child (under the age of 18 years), or who is elderly (65 years of age or over).

When not used in accordance with Section 504.2 or 506.3 of the California Building Code, an automatic sprinkler system installed in accordance with Section 903.3.1.2 shall be allowed in Group R-2.1 occupancies.

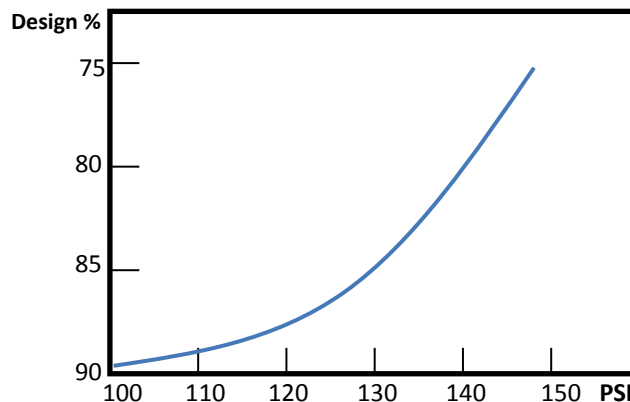
An automatic sprinkler system designed in accordance with Section 903.3.1.3 shall not be utilized in Group R-2.1 or R-4 occupancies.

Section 903.3.5.3 Hydraulically calculated systems is hereby added as follows:

903.3.5.3 Hydraulically calculated systems. *The design of hydraulically calculated fire sprinkler systems shall not exceed 90% of the water supply capacity.*

Exception: *When static pressure exceeds 100 psi, and when required by the fire code official, the fire sprinkler system shall not exceed the water supply capacity specified by Table 903.3.5.3.*

**TABLE 903.3.5.3
Hydraulically Calculated Systems**



**Chapter 10
Means of Egress**

Chapter 10 Means of Egress is adopted in its entirety without amendments.

**Chapter 11
Construction Requirements for Existing Buildings**

Chapter 11 Construction Requirements for Existing Buildings. Adopt only those sections and subsections listed below:

- 1103.7
- 1103.7.3
- 1103.7.3.1
- 1103.7.8 – 1103.7.8.2
- 1103.7.9 – 1103.7.9.10
- 1103.8 – 1103.8.5.3
- 1107
- 1113
- 1114
- 1115
- 1116

**Chapter 20
Aviation Facilities**

Chapter 20 Aviation Facilities is adopted in its entirety without amendments.

**Chapter 21
Dry Cleaning**

Chapter 21 Dry Cleaning is adopted in its entirety without amendments.

**Chapter 22
Combustible Dust-Producing Operations**

Chapter 22 Combustible Dust-Producing Operations is adopted in its entirety without amendments.

**Chapter 23
Motor Fuel-Dispensing Facilities and Repair Garages**

Chapter 23 Motor Fuel-Dispensing Facilities and Repair Garages is adopted in its entirety without amendments.

**Chapter 24
Flammable Finishes**

Chapter 24 Flammable Finishes is adopted in its entirety without amendments.

**Chapter 25
Fruit and Crop Ripening**

Chapter 25 Fruit and Crop Ripening is deleted in its entirety.

**Chapter 26
Fumigation and Insecticidal Fogging**

Chapter 26 Fumigation and Insecticidal Fogging is deleted in its entirety.

**Chapter 27
Semiconductor Fabrication Facilities**

Chapter 27 Semiconductor Fabrication Facilities is adopted in its entirety without amendments

**Chapter 28
Lumber Yards and Agro-Industrial, Solid Biomass and Woodworking Facilities**

Chapter 28 Lumber Yards and Agro-Industrial, Solid Biomass and Woodworking Facilities is adopted in its entirety with the following amendments:

Section 2801.2 Permit is hereby revised as follows:

2801.2 Permit. Permits shall be required as set forth in Section 105.6 and 105.6.29.

Section 2808.2 Storage site is hereby revised as follows:

2808.2 Storage site. Storage sites shall be level and on solid ground, elevated soil lifts or other all-weather surface. Sites shall be thoroughly cleaned and approval obtained from the fire code official before transferring ~~wood~~ products to the site.

Section 2808.3 Size of piles is hereby revised as follows:

2808.3 Size of piles. Piles shall not exceed ~~25~~ 15 feet in height, ~~450~~ 50 feet in width and ~~250~~ 100 feet in length.

Exception: The fire code official is authorized to allow the pile size to be increased where a fire protection plan is provided for approval that includes, but is not limited to, the following:

1. Storage yard areas and materials-handling equipment selection, design and arrangement shall be based upon sound fire prevention and protection principles.
2. Factor that lead to spontaneous heating shall be identified in the plan, and control of the various factors shall be identified and implemented, including provisions for monitoring the internal condition of the pile.
3. The plan shall include means for early fire detection and reporting to the public fire department; and facilities needed by the fire department for fire extinguishment including a water supply and fire hydrants.
4. Fire apparatus access roads around the piles and access roads to the top of the piles shall be established, identified and maintained.
5. Regular yard inspections by trained personnel shall be included as part of an effective fire prevention maintenance program.

Additional fire protection called for in the plan shall be provided and shall be installed in accordance with this code. The increase of the pile size shall be based upon the capabilities of the installed fire protection system and features.

Section 2808.4 Pile Separation is hereby revised as follows:

2808.4. Pile separation. Piles shall be separated from adjacent piles by ~~approved fire apparatus access roads~~ a minimum distance of 20 feet. Additionally, piles shall have a minimum separation of 100 feet from combustible vegetation.

Section 2808.7 Pile fire protection is hereby revised as follows:

2808.7 Pile fire protection. Automatic sprinkler protection shall be provided in conveyor tunnels and combustible enclosures that pass under a pile. Combustible conveyor systems and enclosed conveyor systems shall be equipped with an approved automatic sprinkler system. Oscillating sprinklers with a sufficient projectile reach are required to maintain a 40% to 60% moisture content and wet down burning/smoldering areas.

Section 2808.9 Material-handling equipment is hereby revised as follows:

2808.9 Material-handling equipment. All material-handling equipment operated by an internal combustion engine shall be provided and maintained with an approved spark arrester. Approved material-handling equipment shall be available for moving wood chips, hogged material, wood fines and raw product during fire-fighting operations.

Section 2808.11 Temperature control is hereby added as follows:

2808.11 Temperature control. The temperature shall be monitored and maintained as specified in Sections 2808.11.1 and 2808.11.2.

Section 2808.11.1 Pile temperature control is hereby added as follows:

2808.11.1 Pile temperature control. Piles shall be rotated when internal temperature readings are in excess of 165 degrees Fahrenheit.

Section 2808.11.2 New material temperature control is hereby added as follows:

2808.11.2 New material temperature control. New loads delivered to the facility shall be inspected and tested at the facility entry prior to taking delivery. Material with temperature exceeding 165 degrees Fahrenheit shall not be accepted on the site. New loads shall comply with the requirements of this chapter and be monitored to verify that the temperature remains stable.

Section 2808.12 Water availability is hereby added as follows:

2808.12 Water Availability. Facilities with over 2500 cubic feet shall provide a water supply. The minimum fire flow shall be no less than 500 GPM @ 20 psi for a minimum of 1 hour duration for pile heights up to 6 feet and 2 hour duration for pile heights over 6 feet. If there is no water purveyor, an alternate water supply with storage tank(s) shall be provided for fire suppression. The water supply tank(s) shall provide a minimum capacity of 2500 gallons per pile (maximum 30,000 gallons) for piles not exceeding 6 feet in height and 5000 gallons per pile (maximum 60,000) for piles exceeding 6 feet in height. Water tank(s) shall not be used for any other purpose unless the required fire flow is left in reserve within the tank at all times. An approved method shall be provided to maintain the required amount of water within the tank(s).

Section 2808.13 Tipping area is hereby added as follows:

2808.13 Tipping areas shall comply with the following:

1. Tipping areas shall not exceed a maximum area of 50 feet by 50 feet.
2. Material within a tipping area shall not exceed 5 feet in height at any time.
3. Tipping areas shall be separated from all piles by a 20 foot wide fire access lane.
4. A fire hydrant or approved fire water supply outlet shall be located within 150 feet of all points along the perimeter of the tipping area.
5. All material within a tipping area shall be processed within 5 days of receipt.

Section 2808.14 Emergency Contact is hereby added as follows:

2808.14 Emergency Contact. The contact information of a responsible person or persons shall be provided to the Fire Department and shall be posted at the entrance to the facility for responding units. The responsible party should be available to respond to the business in emergency situation.

**Chapter 29
Manufacture of Organic Coatings**

Chapter 29 Manufacture of Organic Coatings is adopted in its entirety without amendments.

**Chapter 30
Industrial Ovens**

Chapter 30 Industrial Ovens is adopted in its entirety without amendments.

**Chapter 31
Tents and Other Membrane Structures**

Chapter 31 Tents and Other Membrane Structures is adopted in its entirety without amendments.

**Chapter 32
High-Piled Combustible Storage**

Chapter 32 High-Piled Combustible Storage is adopted in its entirety without amendments.

**Chapter 33
Fire Safety During Construction and Demolition**

Chapter 33 Fire Safety During Construction and Demolition is adopted in its entirety without amendments.

**Chapter 34
Tire Rebuilding and Tire Storage**

Chapter 34 Tire Rebuilding and Tire Storage is adopted in its entirety without amendments.

**Chapter 35
Welding and Other Hot Work**

Chapter 35 Welding and Other Hot Work is adopted in its entirety without amendments.

**Chapter 36
Marinas**

Chapter 36 Marinas is adopted in its entirety without amendments.

**Chapter 37
Combustible Fibers**

Chapter 37 Combustible Fibers is adopted in its entirety without amendments.

Chapter 48
Motion Picture and Television Production Studio Sound Stages, Approved
Production Facilities and Production Locations

Chapter 48 Motion Picture and Television Production Studio Sound Stages, Approved Production Facilities and Production Locations is adopted in its entirety without amendments.

Chapter 49
Requirements for Wildland-Urban Interface Fire Areas

Chapter 49 Requirements for Wildland-Urban Interface Fire Areas is adopted in its entirety with the following amendments:

Section 4906.3 Requirements is hereby revised as follows:

4906.3 Requirements. Hazardous vegetation and fuels around all applicable buildings and structure shall be maintained in accordance with the following laws and regulations:

1. Public Resources Code, Section 4291.
2. California Code of Regulations, Title 14, Division 1.5, Chapter 7, Subchapter 3, Section 1299 (see guidance for implementation “General Guideline to Create Defensible Space”).
3. California Government Code, Section 51182.
4. California Code of Regulations, Title 19, Division 1, Chapter 7, Subchapter 1, Section 3.07.
5. OCFA Guideline C-05 “Vegetation Management Guideline – Technical Design for New Construction Fuel Modification Plans and Maintenance Program.”

Section 4908 Fuel Modification Requirements for New Construction is hereby added as follows:

4908 Fuel Modification Requirements for New Construction. *All new buildings to be built or installed in a Wildfire Risk Area shall comply with the following:*

1. Preliminary fuel modification plans shall be submitted to and approved by the fire code official prior to or concurrently with the approval of any tentative map.
2. Final fuel modification plans shall be submitted to and approved by the fire code official prior to the issuance of a grading permit.
3. The fuel modification plans shall meet the criteria set forth in the Fuel Modification Section of OCFA Guideline C-05 “Vegetation Management Guideline – Technical Design for New Construction Fuel Modification Plans

and Maintenance Program.”

- 3.1 The fuel modification plan shall include provisions for the maintenance of the fuel modification in perpetuity.
4. The fuel modification plan may be altered if conditions change. Any alterations to the fuel modification areas shall have prior approval from the fire code official.
5. All elements of the fuel modification plan shall be maintained in accordance with the approved plan and are subject to the enforcement process outlined in the Fire Code.

Chapter 50 Hazardous Materials – General Provisions

Chapter 50 Hazardous Materials – General Provisions is adopted in its entirety with the following amendments.

Section 5001.5.2 Hazardous Materials Inventory Statement (HMIS), is hereby revised as follows:

5001.5.2 Hazardous Materials Inventory Statement (HMIS). Where required by the fire code official, an application for a permit shall include ~~an HMIS, such as the Superfund Amendments and Reauthorization Act of 1986 (SARA) Title III, Tier II Report or other approved statement.~~ Orange County Fire Authority’s Chemical Classification Packet, which shall be completed and approved prior to approval of plans, and/or the storage, use or handling of chemicals on the premises. The HMIS Chemical Classification Packet shall include the following information:

1. Product Name.
2. Component.
3. Chemical Abstract Service (CAS) number.
4. Location where stored or used.
5. Container size.
6. Hazard classification.
7. Amount in storage.
8. Amount in use-closed systems.
9. Amount in use-open systems.

Section 5003.1.1.1 Extremely Hazardous Substances is hereby added as follows:

5003.1.1.1 Extremely Hazardous Substances. No person shall use or store any amount of extremely hazardous substances (EHS) in excess of the disclosable amounts (see Health and Safety Code Section 25500 et al) in a residential zoned or any residentially developed property.

**Chapter 51
Aerosols**

Chapter 51 Aerosols is adopted in its entirety without amendments.

**Chapter 53
Compressed Gases**

Chapter 53 Compressed Gases is adopted in its entirety without amendments.

**Chapter 54
Corrosive Materials**

Chapter 54 Corrosive materials is adopted in its entirety without amendments.

**Chapter 55
Cryogenic Fluids**

Chapter 55 Cryogenic Fluids is adopted in its entirety without amendments.

**Chapter 56
Explosives and Fireworks**

Chapter 56 Explosives and Fireworks is adopted in its entirety with the following amendments:

Section 5608.2 Firing is hereby added as follows:

5608.2 Firing. All fireworks displays, regardless of mortar, device, or shell size, shall be electrically fired.

Section 5608.3 Application for Permit is hereby added as follows:

Section 5608.3 Application for Permit. A diagram of the grounds on which the display is to be held showing the point at which the fireworks are to be discharged, the fallout area based on 100 feet per inch of shell size, the location of all buildings, roads, and other means of transportation, the lines behind which the audience will be restrained, the location of all nearby trees, telegraph or telephone line, or other overhead obstructions shall be provided to OCFA.

**Chapter 57
Flammable and Combustible Liquids**

Chapter 57 Flammable and Combustible Liquids is adopted in its entirety without amendments.

Chapter 58

Flammable Gases and Flammable Cryogenic Fluids

Chapter 58 Flammable Gases and Flammable Cryogenic Fluids is adopted in its entirety without amendments.

**Chapter 59
Flammable Solids**

Chapter 59 Flammable Solids is adopted in its entirety without amendments.

**Chapter 60
Highly Toxic and Toxic Materials**

Chapter 60 Highly Toxic and Toxic Materials is adopted in its entirety without amendments.

**Chapter 61
Liquefied Petroleum Gases**

Chapter 61 Liquefied Petroleum Gases is adopted in its entirety without amendments.

**Chapter 62
Organic Peroxides**

Chapter 62 Organic Peroxides is adopted in its entirety without amendments.

**Chapter 63
Oxidizers, Oxidizing Gases, and Oxidizing Cryogenic Fluids**

Chapter 63 Oxidizers, Oxidizing Gases, and Oxidizing Cryogenic Fluids is adopted in its entirety without amendments.

**Chapter 64
Pyrophoric Materials**

Chapter 64 Pyrophoric Materials is adopted in its entirety without amendments.

**Chapter 65
Pyroxylin (Cellulose Nitrate) Plastics**

Chapter 65 Pyroxylin (Cellulose Nitrate) Plastics is adopted in its entirety without amendments.

**Chapter 66
Unstable (Reactive) Materials**

Chapter 66 Unstable (Reactive) Materials is adopted in its entirety without amendments.

**Chapter 67
Water-Reactive Solids and Liquids**

Chapter 67 Water-Reactive Solids and Liquids is adopted in its entirety without amendments.

**Chapter 80
Referenced Standards**

Chapter 80 Referenced Standards is adopted in its entirety with the following amendments:

NFPA 13, 2016 Edition, Standard for the Installation of Sprinkler Systems is hereby amended as follows:

Section 6.7.3 is hereby revised as follows:

6.7.3 Fire department connections (*FDC*) shall be of an approved type. The location shall be approved and be no more than 150 feet from a public hydrant. The FDC may be located within 150 feet of a private fire hydrant when approved by the fire code official. The size of piping and the number of 2½" inlets shall be approved by the fire code official. If acceptable to the water authority, it may be installed on the backflow assembly. Fire department inlet connections shall be painted OSHA safety red or as approved. When the fire sprinkler density design requires more than 500 gpm (including inside hose stream demand), or a standpipe system is included, four 2½" inlets shall be provided.

Section 8.3.3.1 is hereby revised as follows:

8.3.3.1 When fire sprinkler systems are installed in shell buildings of undetermined use (Spec Buildings) other than warehouses (S occupancies), fire sprinklers of the quick-response type shall be used. Use is considered undetermined if a specific tenant/occupant is not identified at the time the fire sprinkler plan is submitted.

Sprinklers in light hazard occupancies shall be one of the following:

- (1) Quick-response type as defined in 3.6.4.8
- (2) Residential sprinklers in accordance with the requirements of 8.4.5
- (3) Quick response CMSA sprinklers
- (4) ESFR sprinklers
- (5) Standard-response sprinklers used for modifications or additions to existing light hazard systems equipped with standard-response sprinklers
- (6) Standard-response sprinklers used where individual standard-response sprinklers are replaced in existing light hazard systems

Section 11.1.1.1 is hereby added as follows:

11.1.1.1 When fire sprinkler systems are required in buildings of undetermined use other than warehouses, they shall be designed and installed to have a fire sprinkler density of not less than that required for an Ordinary Hazard Group 2 use, with no reduction(s) in density or design area. Warehouse fire sprinkler systems shall be designed to Figure 16.2.1.3.2 (d) curve “G”. Use is considered undetermined if a specific tenant/occupant is not identified at the time the sprinkler plan is submitted. Where a subsequent use or occupancy requires a system with greater capability, it shall be the responsibility of the occupant to upgrade the system to the required density for the new use or occupancy.

Section 11.2.3.1.1.1 is hereby added as follows:

11.2.3.1.1.1 The available water supply for fire sprinkler system design shall be determined by one of the following methods, as approved by the fire code official:

- 1) Subtract the project site elevation from the low water level for the appropriate pressure zone and multiply the result by 0.433;
- 2) Use a maximum of 40 psi, if available;
- 3) Utilize the OCFA water-flow test form/directions to document a flow test conducted by the local water agency or an approved third party licensed in the State of California.

NFPA 13D 2016 Edition, Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes is hereby amended as follows:

Section 7.1.2 is hereby revised as follows:

7.1.2 The sprinkler system piping shall not have separate control valves installed unless supervised by a central station, proprietary, or remote station alarm service, one of the following methods:

- ~~(1) Central station, proprietary, or remote station alarm service.~~
- ~~(2) Local alarm service that causes the sounding of an audible signal at a constantly attended location.~~
- ~~(3) Valves that are locked open.~~

NFPA 14, 2013 Edition, Installation of Standpipe and Hose Systems is hereby amended as follows:

Section 7.3.1.1 is hereby is deleted in its entirety and replaced as follows:

~~**7.3.1.1** Hose connections and hose stations shall be unobstructed and shall be located not less than 3 ft (0.9 m) or more than 5 ft (1.5 m) above the floor.~~

7.3.1.1 Class I and III Standpipe hose connections shall be unobstructed and shall be located not less than 18 inches or more than 24 inches above the

finished floor. Class II Standpipe hose connections shall be unobstructed and shall be located not less than 3 feet or more than 5 feet above the finished floor.

NFPA 24, 2016 Edition, Standard for the Installation of Private Fire Service Mains and Their Appurtenances is hereby amended as follows:

Section 6.2.8.1 is hereby added as follows:

6.2.8.1 All indicating valves controlling fire suppression water supplies shall be painted OSHA red.

Exceptions:

1. Brass or bronze valves on sprinkler risers mounted to the exterior of the building may be left unpainted.
2. Where OS&Y valves on the detector check assembly are the only control valves, at least one OS&Y valve shall be painted red.

Section 6.2.9 is hereby amended as follows:

All connections to private fire service mains for fire protection systems shall be arranged in accordance with one of the following so that they can be isolated:

- (1) A post indicator valve installed not less than 40 ft (12 m) from the building
 - (a) For buildings less than 40 ft (12 m) in height, a post indicator valve shall be permitted to be installed closer than 40 ft (12 m) but at least as far from the building as the height of the wall facing the post indicator valve.
- (2) A wall post indicator valve
- (3) An indicating valve in a pit, installed in accordance with Section 6.4
- (4) A backflow preventer with at least one indicating valve not less than 40 ft (12 m) from the building
 - (a) For buildings less than 40 ft (12 m) in height, a backflow preventer with at least one indicating valve shall be permitted to be installed closer than 40 ft (12 m) but at least as far from the building as the height of the wall facing the backflow preventer.
- ~~(5) A nonindicating valve, such as an underground gate valve with an approved roadway box, complete with T wrench, located not less than 40 ft (12 m) from the building~~

(a) For buildings less than 40 ft (12 m) in height, a nonindicating valve, such as an underground gate valve with an approved roadway box, complete with T wrench, shall be permitted to be installed closer than 40 ft (12 m) but at least as far from the building as the height of the wall facing the non-indicating valve.

(65) Control valves installed in a fire-rated room accessible from the exterior

(76) Control valves in a fire-rated stair enclosure accessible from the exterior

Section 10.1.5 is hereby added as follows:

10.1.5 All ferrous pipe and joints shall be polyethylene encased per AWWA C150, Method A, B, or C. All fittings shall be protected with a loose 8-mil polyethylene tube or sheet. The ends of the tube or sheet shall extend past the joint by a minimum of 12 inches and be sealed with 2 inch wide tape approved for underground use. Galvanizing does not meet the requirements of this section.

Exception: 304 or 316 Stainless Steel pipe and fittings

Section 10.4.1.1 is hereby revised as follows:

10.4.1.1 All bolted joint accessories shall be cleaned and thoroughly coated with asphalt or other corrosion-retarding material after installation.

Exception: Bolted joint accessories made from 304 or 316 stainless steel.

Section 10.4.1.1.1 is hereby added as follows:

10.4.1.1.1 All bolts used in pipe-joint assembly shall be 316 stainless steel.

Section 10.4.3.2 is hereby deleted and replaced as follows:

10.4.3.2 Where approved, private fire service mains supplying systems within the building shall be permitted to extend more than 10 ft. under the building when all of the requirements of 10.4.3.2.1 through 10.4.3.2.4 are met. Where fire service mains enter the building adjacent to the foundation, the pipe may run under a building to a maximum of 24 inches, as measured from the interior face of the exterior wall to the center of the vertical pipe. The pipe under the building or building foundation shall be 304 or 316 stainless steel and shall not contain mechanical joints or it shall comply with 10.4.3.2.1 through 10.4.3.2.4.

Appendices

Appendix A is deleted in its entirety without amendments.

Appendix B is adopted in its entirety without amendments.

Appendix BB is adopted in its entirety without amendments.

Appendix C is adopted in its entirety without amendments.

Appendix CC is adopted in its entirety without amendments.

Appendix D is deleted in its entirety without amendments.

Appendix E is deleted in its entirety without amendments.

Appendix F is deleted in its entirety without amendments.

Appendix G is deleted in its entirety without amendments.

Appendix H is adopted in its entirety without amendments.

Appendix I is deleted in its entirety without amendments.

Appendix J is deleted in its entirety without amendments.

Appendix K is deleted in its entirety without amendments.

Appendix L is deleted in its entirety without amendments.

Appendix M is deleted in its entirety without amendments.

Appendix N is deleted in its entirety without amendments.

7.3

**CALIFORNIA BUILDING STANDARDS CODE
ADMINISTRATIVE PROVISIONS**

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City of Laguna Woods Agenda Report

TO: Honorable Mayor and City Councilmembers
FROM: Christopher Macon, City Manager
FOR: December 21, 2016 Regular Meeting
SUBJECT: California Building Standards Code Administrative Provisions

Recommendation

1. Receive staff report.

AND
2. Open public hearing.

AND
3. Receive public testimony.

AND
4. Close public hearing.

AND
5. Approve the introduction and first reading of an ordinance – read by title with further reading waived – entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, REPEALING CHAPTER 10.05 OF THE LAGUNA WOODS MUNICIPAL CODE RELATED TO CALIFORNIA BUILDING STANDARDS CODE ADMINISTRATIVE PROVISIONS

Background

On November 20, 2013, the City Council adopted Ordinance No. 13-05, which codified Chapter 10.05 of the Laguna Woods Municipal Code, related to California Building Standards Code administrative provisions. Chapter 10.05 was adopted as a part of the adoption of the 2013 California Building Standards Code.

Discussion

Today's meeting is an opportunity for City Council action, as well as public input, on a proposed ordinance (Attachment A) which, if adopted, would repeal the City's existing California Building Standards Code administrative provisions (Attachment B). New administrative provisions are included as a part of the 2016 California Building Standards Code, which will take effect on January 1, 2017.

The City's Building Official advises that the 2016 California Building Standards Code includes provisions that render Chapter 10.05 no longer necessary and, in portions, at conflict. Repealing Chapter 10.05 would allow the City to enforce the 2016 California Building Standards Code efficiently and effectively.

If the City Council takes the recommended action at today's meeting, the proposed ordinance would be agendized for a second reading and consideration of adoption at an upcoming meeting. The ordinance would take effect 30 days after adoption.

Environmental Review

This project is not a project under the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15061(b)(3) of the CEQA Guidelines.

Fiscal Impact

Funds to support this project are included in the City's budget.

Report Prepared With: Rebecca M. Pennington, Development Programs Analyst

Attachments: A – Proposed Ordinance
B – Existing Laguna Woods Municipal Code Chapter 10.05 (Building Administrative Provisions)

ORDINANCE NO. 17-XX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, REPEALING CHAPTER 10.05 OF THE LAGUNA WOODS MUNICIPAL CODE RELATED TO CALIFORNIA BUILDING STANDARDS CODE ADMINISTRATIVE PROVISIONS

WHEREAS, on November 20, 2013, the City Council adopted Ordinance No. 13-05, which codified Chapter 10.05 of the Laguna Woods Municipal Code, related to building administrative provisions; and

WHEREAS, Chapter 10.05 was adopted as a part of the adoption of the California Building Standards Code, 2013 Edition; and

WHEREAS, pursuant to California Government Code Section 50022.1 *et seq.*, the City has adopted by reference the California Building Standards Code, 2016 Edition, as provided in Title 24 of the California Code of Regulations, with amendments deemed reasonably necessary because of local climatic, geological, or topographical conditions; and

WHEREAS, the Building Official has advised that the California Building Standards Code, 2016 Edition, includes provisions that render Chapter 10.05 no longer necessary and, in portions, at conflict; and

WHEREAS, repealing Chapter 10.05 would allow the City to enforce the California Building Standards Code, 2016 Edition, efficiently and effectively; and

WHEREAS, on December 21, 2016, the City Council held a duly noticed public hearing on this Ordinance at which it considered all of the information, evidence, and testimony presented, both written and oral.

THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, DOES ORDAIN AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct and are incorporated herein as though set forth in full.

SECTION 2. Chapter 10.05 (Building Administrative Provisions) of the Laguna Woods Municipal Code is hereby repealed, in its entirety.

SECTION 3. The City Council finds and determines that the adoption of this Ordinance is not a project under the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15061(b)(3) of the CEQA Guidelines.

SECTION 4. This Ordinance shall take effect and be in full force and operation thirty (30) days after adoption.

SECTION 5. If any section, subsection, subdivision, paragraph, sentence, clause, or phrase added by this Ordinance, or any part thereof, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity of effectiveness of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase thereof irrespective of the fact that any one or more subsections, subdivisions, paragraphs sentences, clauses, or phrases are declared unconstitutional, invalid, or ineffective.

SECTION 6. The Deputy City Clerk shall certify to the passage of this Ordinance and shall cause this Ordinance to be published or posted as required by law.

SECTION 7. All of the above-referenced documents and information have been and are on file with the City Clerk of the City.

PASSED, APPROVED AND ADOPTED this XX day of XX 2017.

XX, Mayor

ATTEST:

YOLIE TRIPPY, Deputy City Clerk

APPROVED AS TO FORM:

DAVID B. COSGROVE, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF LAGUNA WOODS)

I, YOLIE TRIPPY, Deputy City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Ordinance No. 17-XX** was duly introduced and placed upon its first reading at a regular meeting of the City Council on the XX of XX 2016, and that thereafter, said Ordinance was duly adopted and passed at a regular meeting of the City Council on the XX day of XX 2017 by the following vote to wit:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

YOLIE TRIPPY, Deputy City Clerk

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Sec. 10.05.010. - Adoption of building administrative provisions.

- (a) The City Council of the City of Laguna Woods hereby adopts building administrative provisions for the use of the California Building Codes set forth in Title 10 (Buildings and Construction) of the Laguna Woods Municipal Code, and when referenced by other City of Laguna Woods Municipal Codes. Said building administrative provisions are adopted and incorporated as if fully set forth herein. Not less than one copy of the building administrative provisions is filed with the Office of the City Clerk and available for public inspection.
- (b) The purpose of these administrative provisions is to provide authority to the Building Division and guidance for the implementation to regulate construction so as to provide protection for life and property.

(Ord. No. 13-05, § 2, 11-20-2013)

Sec. 10.05.020. - Section 101 general.

101.1 Title. These regulations shall be known as the Building Administrative Provisions of the California Building Codes of the State of California, hereinafter referred to as "the code" or "the codes."

101.2 Scope. The provisions of the codes shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, used and occupancy, location, maintenance, removal and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures.

The provisions of this chapter are utilized by the Grading Code, except where specific administrative provisions are outlined within the Grading Code.

101.2.1 Appendices. Provisions in the appendices of the codes, shall not apply unless specifically adopted.

101.3 Intent. The purpose of the codes is to establish the minimum requirements to safeguard the public health, safety and general welfare through structural strength, means of egress facilities, stability, sanitation, adequate light and ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to the built environment and to provide safety to firefighters and emergency responders during emergency operations.

101.4 Referenced codes. Codes listed in Sections 101.4.1 through 101.4.10 and referenced elsewhere in the codes shall be considered part of the requirements of the codes to the prescribed extent of each such reference.

101.4.1 Building Code. The provision of the California Building Code shall apply to all buildings and structures other than those meeting the scoping limitations contained in the California Residential Code.

101.4.2 Residential Code. The provisions of the California Residential Code shall apply to detached one and two family dwellings and multiple single-family dwellings (townhomes) not more than three stories above grade plane in height with a separate means of egress and their accessory structures.

101.4.3 Electrical Code. The provisions of the California Electrical Code shall apply to the installation of electrical systems, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and appurtenances thereto.

101.4.4 Mechanical Code. The provisions of the California Mechanical Code shall apply to the installation, alterations, repairs and replacement of residential and commercial mechanical and gas systems, including equipment, appliances, fixtures, fittings and for appurtenances, including ventilating, heating, cooling, air-conditioning and refrigeration systems, incinerators and other energy-related systems. Where there is a conflict between the California Mechanical and Plumbing Codes, as related to chapters for gas or fuel, the provisions provided in the Plumbing Code shall prevail.

101.4.5 Plumbing Code. The provisions of the California Plumbing Code shall apply to the installation, alteration, repair, replacement of plumbing systems and gas delivery systems, including equipment, appliances, fixtures, fittings and appurtenances, and where connected to a water or sewage system and all aspects of a medical gas system. The provisions of the California Plumbing Code shall apply to private sewage disposal systems.

101.4.6 Energy Code. The provisions of the California Energy Code, Title 24, Part 6 shall apply to all matters governing the design and construction of buildings for energy efficiency.

101.4.7 Green Building Standards Code. The mandatory provisions of the California Green Building Standards Code as adopted in Title 10 Chapter 24 shall apply to all new buildings and structures.

101.4.8 Property Maintenance Code. The provisions of the Uniform Housing Code and the City Municipal Code shall apply to existing structures and premises; equipment and facilities; light, ventilation, space heating, sanitation, life and fire safety hazards; responsibilities of owners, operators and occupants; and occupancy of existing premises and structures.

101.4.9 Grading Code. The provisions of the Municipal Grading Code as indicated in section 101.2 for excavation, grading, earthwork, fills and embankments performed on private property within this jurisdiction.

(Ord. No. 13-05, § 2, 11-20-2013)

Sec. 10.05.030. - Section 102 applicability.

102.1 General. Where, in any specific case, different sections of the codes specify different materials, methods of construction or other requirements, the most restrictive shall govern. Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable.

102.2 Other laws. The provisions of the codes shall not be deemed to nullify any provisions of local, state or federal law.

102.3 Application of references. References to chapter or section numbers, or to provisions not specifically identified by number shall be construed to refer to such chapter, section or provision of the codes.

102.4 Referenced codes and standards. The codes and standards referenced in the codes shall be considered part of the requirements of the codes to the prescribed extent of each such reference. Where differences occur between provisions of the codes and referenced codes and standards, the provisions of the codes shall apply.

102.5 Partial invalidity. In the event that any part or provision of the codes is held to be illegal or void, this shall not have the effect of making void or illegal any of the other parts or provisions.

102.6 Existing structures. The legal occupancy of any structure existing on the date of adoption of the codes shall be permitted to continue without change, except as is specifically covered in the codes or as is deemed necessary by the Building Official for the general safety and welfare of the occupants and the public.

102.7 Reconstruction. If the value of the reconstruction or renovations of a building is equal to or exceeds 75 percent of the value of the building, the entire building shall comply with the code provisions for new construction. The value of the reconstruction or renovation for a property shall include the value of all construction stemming from construction-related permits issued within the last two years.

Within individual dwelling units of multi-family dwelling structures, when the value of the reconstruction or renovations within an individual residence equals or exceeds 50 percent of the value of that individual residential system, the entire system shall comply with the code provisions for new construction. Reconstruction or renovations shall include all construction stemming from construction-related permits issued within the last two years for that residence.

Work being performed only for the purposes of seismic upgrade and not in conjunction with other alterations need not be considered as related permits within the last two years.

(Ord. No. 13-05, § 2, 11-20-2013)

Sec. 10.05.040. - Section 103 building division.

103.1 Creation of enforcement agency. The Building Division is hereby created and the official in charge thereof shall be known as the Building Official. The Building Official shall report to the City Manager or his or her designee.

103.2 Appointment. The Building Official shall be appointed by the City Manager.

103.3 Deputies. In accordance with the prescribed procedures of the City and with the concurrence of the City Manager, the Building Official shall have the authority to appoint a Deputy Building Official, the related technical officers, inspectors, plan examiners and other agents. Such appointed agents shall have powers as delegated by the Building Official.

(Ord. No. 13-05, § 2, 11-20-2013)

Sec. 10.05.050. - Section 104 duties and powers of building official.

104.1 General. The Building Official is hereby authorized and directed to enforce the provisions of the codes. The Building Official shall have the authority to render interpretations of the codes and to adopt policies and procedures in order to clarify the application of its provisions. Such interpretations, policies and procedures shall be in compliance with the intent and purpose of the codes. Such policies and procedures shall not have the effect of waiving requirements specifically provided for in the codes.

104.2 Applications and permits. The Building Official shall receive applications, review construction documents and issue permits for the erection, and alteration, demolition and moving of buildings and structures, grading, inspect the premises for which such permits have been issued and enforce compliance with the provisions of the codes.

104.3 Notices and orders. The Building Official shall issue all necessary notices or orders to ensure compliance with the codes.

104.4 Inspections. The Building Official shall make all of the required inspections, or the Building Official shall have the authority to accept reports of inspection by approved agencies or individuals. Reports of such inspections shall be in writing and be certified by a responsible officer of such approved agency or by the responsible individual. The Building Official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise, subject to the approval of the appointing authority.

104.5 Identification. The Building Official and appointees shall carry proper identification when inspecting structures or premises in the performance of duties under the codes.

104.6 Right of entry. Where it is necessary to make an inspection to enforce the provisions of the codes or where the Building Official has reasonable cause to believe that there exists in a structure or upon a premises a condition which is contrary to or in violation of the codes which makes the structure or premises unsafe, dangerous or hazardous, the Building Official is authorized to enter the structure or

premises at reasonable times to inspect or to perform the duties imposed by the codes, provided that if such structure or premises be occupied that credentials be presented to the occupant and entry requested. If such structure or premises is unoccupied, the Building Official shall first make a reasonable effort to locate the owner or other person having charge or control of the structure or premises and request entry. If entry is refused, the Building Official shall have recourse to the remedies provided by law to secure entry.

104.7 Department records. The Building Official shall keep official records of applications received, permits and certificates issued, fees collected, reports of inspections, and notices and orders issued. Such records shall be retained in the official records for the period required for retention of public records.

104.8 Liability. The Building Official, member of the board of appeals, or employee charged with the enforcement of the codes, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by the codes or other pertinent law or ordinance, shall not thereby be rendered liable personally and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties. Any suit instituted against an officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of the codes shall be defended by legal representative of the jurisdiction until the final termination of the proceedings. The Building Official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of the codes.

104.9 Approved materials and equipment. Materials, equipment and devices approved by the Building Official shall be constructed and installed in accordance with such approval.

104.10 Used materials and equipment. The use of used materials which meet the requirements of the codes for new materials is permitted. Used equipment and devices shall not be reused unless approved by the Building Official.

104.11 Modifications. Wherever there are practical difficulties involved in carrying out the provisions of the codes, the Building Official shall have the authority to grant modifications for individual cases, upon application of the owner or owner's representative, provided the Building Official shall first find that special individual reason makes the strict letter of the codes impractical and the modification is in compliance with the intent and purpose of the codes and that such modification does not lessen health, accessibility, life and fire safety, or structural requirements. The details of action granting modifications shall be recorded and entered in the files of the Building Division.

104.12 Alternative materials, design and methods of construction and equipment. The provisions of the codes are not intended to prevent the installation of any material or to prohibit any design or method of construction not specifically prescribed by the codes, provided that any such alternative has been approved. An alternative material, design or method of construction shall be approved where the

Building Official finds that the proposed design is satisfactory and complies with the intent of the provisions of the codes, and that the material, method or work offered is, for the purpose intended, at least the equivalent of that prescribed in the codes in quality, strength, effectiveness, fire resistance, durability and safety,

104.13 Evaluation reports. Supporting data, where necessary to assist in the approval of materials or assemblies not specifically provided for in the codes, shall consist of valid evaluation reports from approved sources.

104.14 Tests. Whenever there is insufficient evidence of compliance with the provisions of the codes, or evidence that a material or method does not conform to the requirements of the codes, or in order to substantiate claims for alternative materials or methods, the Building Official shall have the authority to require tests as evidence of compliance to be made at no expense to the jurisdiction. Test methods shall be as specified in the codes or by other recognized test standards. In the absence of recognized and accepted test methods, the Building Official shall approve the testing procedures. Tests shall be performed by an approved agency. Reports of such tests shall be retained by the Building Official for the period required for retention of public records.

(Ord. No. 13-05, § 2, 11-20-2013)

Sec. 10.05.060. - Section 105 permits.

105.1 Required. Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, grading on private property, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by the codes, or to cause any such work to be done, shall first make application to the Building Official and obtain the required permit.

Work performed without permit constitutes a violation and is subject to Section 113 of this chapter. Upon determination by the Building Official, work performed without permit may constitute an unsafe structure of building.

Incidental structures or improvements of a minor nature may be exempt from the city permit process upon the determination of the Building Official. In place of permits and inspections the Building Official may utilize alternate means, such as certifications, imaging or programs to track and verify compliance.

105.2 Time based permit. In lieu of an individual permit for each alteration to an already approved electrical, gas, mechanical or plumbing installation, the Building Official is authorized to issue a permit, valid for a specific time period not exceeding one year, upon application therefore to any person, firm or corporation continually employing one or more professionally licensed or licensed persons in the trade for which the permit is set, stationed in the building, structure or on the premises owned or operated by the applicant for the permit.

The Building Official may detail additional scope, parameters and conditions of this permit. This permit may be revoked when it is determined by the Building Official that the outlined scope, parameters, conditions or intent of the codes is not upheld by the permittee. The Building Official shall have access to such records at all times and such records shall be filed with the Building Official as designated.

105.3 Work exempt from permit. Exemptions from permit requirements of the codes shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of the codes, State laws, ordinances, or established policies of this jurisdiction. Except when otherwise subject to City review and approval or when otherwise required by State or local laws, regulations or standards, permits shall not be required for the following.

Building: One-story detached accessory structures used as tool and storage sheds, playhouses and

1. similar uses, provided the floor area does not exceed 120 square feet and conforming to the Zoning Code, Title 13 of the City of Laguna Woods.
2. Masonry walls or fences not over 4 feet high and other walls or fences not over 6 feet high. Walls supporting a surcharge or impounding Class I, II or III A liquids are not exempt from permit.
3. Retaining walls that are not over 4 feet in height measured from the bottom of the footing to the top of the wall
4. Oil derricks.
5. Water tanks supported directly on grade if the capacity does not exceed 5,000 gallons and the ratio of height to diameter or width does not exceed 2:1.
6. Sidewalks and driveways that are not more than 30 inches above adjacent grade, not over any basement or story below, not part of an accessible route and not part of a commercial site.
7. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
8. Temporary motion picture, television and theater stage sets and scenery.
9. Prefabricated swimming pools accessory to a Group R-3 occupancy that are less than 18 inches deep, do not exceed 5,000 gallons and are installed entirely above ground.
10. Shade cloth structures constructed for nursery or agricultural purposes, not including service systems.
11. Swings and other playground equipment accessory to detached one-and two-family dwellings.
12. Window awnings supported by an exterior wall that do not project more than 54 inches from the exterior wall and do not require additional support of Group R-3 and U occupancies.
13. Non-fixed and movable fixtures, cases, racks, counters and partitions not over 5 feet 9 inches in height.
14. Wood decks not over 30 inches above surrounding grade or finishes, not attached to a structure, or serving any part of the means of egress.

Electrical:

1. Repairs and maintenance: Minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.
2. Radio and television transmitting stations: The provisions of the codes shall not apply to electrical equipment used for radio and television transmissions, but do apply to equipment and wiring for a power supply and the installations of towers and antennas.
3. Temporary testing systems: A permit shall not be required for the installation of any temporary system required for the testing or servicing of electrical equipment or apparatus.

Gas: Portable heating appliance.

1. Replacement of any minor part that does not alter approval of equipment or make such
2. equipment unsafe.

Mechanical: Portable heating appliance.

1. Portable ventilation equipment.
2. Portable cooling unit.
3. Steam, hot or chilled water piping within any heating or cooling equipment regulated by the
4. codes.
5. Replacement of any part that does not alter its approval or make it unsafe.
6. Portable evaporative cooler.
7. Self-contained refrigeration system containing 10 pounds or less of refrigerant and actuated by motors of 1 horsepower (746 W) or less.

Plumbing: The stopping of leaks in drains, water, soil, waste or vent pipe, provided, however, that if

1. any concealed trap, drain pipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with the new material, such work shall be considered as new work and a permit shall be obtained and inspection made as provided in the codes.
2. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

105.4 Emergency repairs. Where equipment replacements and repairs must be performed in an emergency situation, the permit application shall be submitted within the next working business day to the Building Official.

105.5 Repairs. Application or notice to the Building Official is not required for ordinary repairs to structures, replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles. Such repairs shall not include the cutting away of any wall, partition or portion thereof, the removal or cutting of any structural beam or load-bearing support, or the removal or change of any required means of egress, or rearrangement of parts of a structure affecting the egress requirements; nor shall ordinary repairs include addition to, alteration of,

replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electric wiring or mechanical or other work affecting public health or general safety.

105.6 Public service agencies. A permit shall not be required for the installation, alteration or repair of generation, transmission, distribution or metering or other related equipment that is under the ownership and control of public service agencies by established right.

105.7 Application for permit. To obtain a permit, the applicant shall first file an application therefore in writing on a form furnished by the department of building safety for that purpose. Such application shall:

1. Identify and describe the work to be covered by the permit for which application is made.
2. Describe the land on which the proposed work is to be done by legal description, street address or similar description that will readily identify and definitely locate the proposed building or work.
3. Indicate the use and occupancy for which the proposed work is intended.
4. Be accompanied by construction documents and other information as required in Section 106.
5. State the valuation of the proposed work.
6. Be signed by the applicant, or the applicant's authorized agent.
7. Give such other data and information as required by the Building Official.

105.8 Action on application. The Building Official shall examine or cause to be examined applications for permits and amendments thereto within a reasonable time after filing. If the application or the construction documents do not conform to the requirements of pertinent laws, the Building Official shall reject such application in writing, stating the reasons therefore.

No building permit or other similar applicable permit bearing on property development or use including additions, modifications or revisions shall be issued unless and until the review and approval of all other departments and agencies having legal authority for review of construction projects have found the proposed project to be in compliance with all applicable code provisions or entitlements.

When the Building Official is satisfied that the proposed work conforms to the requirements of the codes and laws and ordinances applicable thereto, the Building Official shall issue a permit therefore as soon as practicable.

105.9 Time limitation of application. An application for a permit for any proposed work shall be deemed to have been abandoned 180 days after the date of filing, unless such application has been pursued in good faith or a permit has been issued; except that the Building Official is authorized to grant one or more extensions of time for additional periods not exceeding 90 days each. The extension shall be requested in writing and justifiable cause demonstrated.

Permit applications which are submitted as a result of City enforcement action (e.g., notice of violation) and subsequently not issued within 30 days of filing will be deemed to have expired. The Building Official may authorize the extension of time for justifiable good cause.

105.10 Permit issuance. The application, plans, specifications, computations, and other data filed by an applicant for a permit shall be reviewed by the Building Official. Such plans may be reviewed by other City divisions for compliance with any applicable laws and ordinances under their jurisdiction. If the Building Official finds that the work described in an application for a permit and the plans, specifications and other data filed therewith conform to the requirements of the codes and other pertinent laws and ordinances, and that the specified fees have been paid, the permit shall be issued as soon as practicable.

When the Building Official issues the permit where plans are required, they shall endorse in writing or stamp the plans and specifications "APPROVED FOR ISSUANCE." Such approved plans and specifications shall not be changed, modified or altered without authorization from the Building Official, and all work regulated by the codes shall be done in accordance with the approved plans.

The issuance or granting of a permit or approval of plans, specifications, and computations shall not be construed to be a permit for, or an approval of, any violation of any of the provisions the codes or of any other ordinance of the City. Permits presuming to give authority to violate or cancel the provisions of the codes or other ordinances of the jurisdiction shall not be valid.

The Building Official may issue a permit for the deconstruction of part or all of the building or structure before the entire plans and specifications for the new construction or alteration have been approved, provided adequate information and detailed statements have been filed complying with all pertinent requirements of the codes for the deconstruction. The holder of such permit shall proceed at their own risk without assurance that a permit for the reconstruction of the building or structure will be granted.

105.11 Retention of plans. One set of approved plans, specifications and computations shall be retained by the Building Official for a period as detailed by governing retention laws and one set of approved plans and specifications shall be returned to the applicant, and said set shall be kept on the project site at all times during which the work authorized thereby is in progress. Additional sets of plans may be retained by governing agencies as determined.

105.12 Validity of permit. The issuance or granting of a permit or approval of plans, specifications, and computations shall not be construed to be a permit for, or an approval of, any violation of any of the provisions the codes or of any other ordinance of the City. Permits presuming to give authority to violate or cancel the provisions of the codes or other ordinances of the jurisdiction shall not be valid.

The issuance of a permit based on construction documents and other data shall not prevent the Building Official from requiring the correction of errors in the construction document and other data. The Building Official is also authorized to prevent occupancy or use of a structure where in violation of

the codes or of any other ordinances of this jurisdiction.

105.13 Expiration. Every permit issued by the Building Official under the provisions of the codes shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within 180 days from the date of permit issuance, or if the building or work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of 180 days. Before such work can be commenced or recommenced, a permit shall first be renewed or reissued according to the following subsections 1 through 4.

For the purpose of this section, if an inspection approval is not recorded, the work authorized by the permit is deemed not commenced or recommenced.

1. Requesting extension of an unexpired permit: Any permittee holding an unexpired permit may apply for an extension of time within which a permittee may commence work under that permit when he is unable to commence or recommence work within the time required by this section for good and satisfactory reasons. The Building Official may extend the time for action by the permittee for a period not exceeding 180 days upon written request by the permittee showing that circumstances beyond the control of the permittee have prevented action from being taken. No permit shall be extended more than once. Permits extended in this manner will not require additional permit fees and will not be subject to new regulations adopted after issuance of the permit.
2. Requesting renewal of an unexpired permit: Any permittee holding an unexpired permit may apply for a renewal of a permit. Permit renewal fees shall be in accordance with the fees established by the City Council. Each renewal will extend the expiration date for a period of 180 days. Permits renewed in this manner may only be renewed twice. Permits renewed in this manner will not be subject to new regulations adopted after issuance of the permit.
3. Requesting reinstatement of a permit which has been expired for less than 180 days: Any permittee holding a permit which has been expired for less than 180 days may apply for a renewal of the permit. A permit reinstatement fee shall be in accordance with the fees established by the City Council. Permits reinstated in this manner can only be reinstated once and are not subject to renewal, thereby the expiration for a reinstated permit is 180 days after reinstatement. Permits reinstated in this manner will not be subject to new regulations adopted after the original issuance of the permit.
4. Requesting reissuance of a permit which has been expired for 180 days or more: Any permittee holding a permit which has been expired for 180 days or more may apply for reissuance of the permit subject to compliance with current regulations and payment of full plan check and permit fees. Plans must be resubmitted for plan check. Portions of the structure which have been built under the expired permit will not be subject to current regulations. For the purpose of permit extension, renewal, and reissuance, multiple permits of the same structure such as

building, foundation, retaining wall, plumbing, mechanical, and electrical permits shall be considered as one permit. Each separate permit with work completed entirely prior to suspension or abandonment will not be subject to renewal or reissuance.

105.14 Code enforcement required permit. Permits issued as a result of a Code Enforcement notice of violation and subsequently not commenced and finalized within 30 days of the issuance date will be deemed to have expired. Code Enforcement may commence or recommence on a notice of violation when a permit expires. The Building Official may authorize the extension of time for justifiable good cause.

105.15 Change of contractor or of ownership. A permit issued hereunder shall expire upon a change of ownership or a change of contractor regarding the building, structure or grading for which said permit was issued if the work thereon has not been completed, and a new permit shall be required for the completion of the work. If no changes have been made to the plans and specifications last submitted to the Building Official, no charge, other than the permit issuance fee and applicable State fees, shall be made for the issuance of the new permit under such circumstances. If, however, changes have been made to the plans and specifications last submitted to the Building Official, a permit fee based upon the proposed changes may be levied.

105.16 Suspension or revocation. The Building Official may, in writing, suspend or revoke a permit issued under provisions of the codes whenever the permit is issued in error, or on the basis of incorrect information supplied, or in violation of any ordinance or regulation, or any of the provisions of the codes.

105.17 Incomplete construction. When a permit is revoked pursuant to 105.9, the incomplete construction for which the permit is issued shall constitute an unsafe condition and shall be abated as determined by the Building Official.

105.18 Placement of permit. The building permit or copy thereof shall be kept on the site of the work until the completion of the project.

105.19 Surrender of permit. If no portion of the work or construction covered by the issued permit has commenced, the permittee may deliver such permit and approved documents to the Building Official with written request that such permit is to be canceled. The Building Official shall make note on the permit with or with like wording "Canceled at the request of the Permittee." Thereupon the permit and documents shall become null and void.

105.20 Liens to be discharged. A permit shall not be issued to any person or corporation under the provision of this Chapter in respect to any property where the cost of any building repair or abatement has been performed and a lien therefore has been recorded by the jurisdiction, unless and until the amount of said lien with appropriate interest, has been paid in full.

(Ord. No. 13-05, § 2, 11-20-2013)

Sec. 10.05.070. - Section 106 construction documents.

106.1 Submittal documents. Construction documents, statement of special inspections, geotechnical reports and other data shall be submitted in two or more sets with each permit application. The construction documents shall be prepared by a registered design professional where required by the statutes of the jurisdiction in which the project is to be constructed. Where special conditions exist, the Building Official is authorized to require additional construction documents to be prepared by a registered design professional.

Exception: The Building Official is authorized to waive the submission of construction documents and other data not required to be prepared by a registered design professional if it is found that the nature of the work applied for is such that review of construction documents is not necessary to obtain compliance with the codes.

106.2 Expiration of plan review. Reviews for which a permit is not issued within 180 days following the date of original submittal shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant if not stamped as approved for issuance, or may be destroyed by the Building Official 180 days after expiration.

Except the Building Official may authorize one or more extensions of periods not to exceed 90 days each. These extensions shall not exceed that of the related application(s) as indicated in subsection 105.9.

106.3 Information on construction documents. Construction documents shall be dimensioned and drawn upon suitable material. Electronic media documents are permitted to be submitted when approved by the Building Official. Construction documents shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of the codes and relevant laws, ordinances, rules and regulations, as determined by the Building Official.

106.3.1 Fire protection system shop drawings. Shop drawings for the fire protection system(s) shall be submitted to indicate conformance with the codes and the construction documents and shall be approved prior to the start of system installation. Shop drawings shall contain all information as required by the referenced installation standards in Chapter 9 of the California Building Code.

106.3.2 Means of egress. The construction documents shall show in sufficient detail the location, construction, size and character of all portions of the means of egress in compliance with the provisions of the codes. In other than occupancies in Groups R-2, R-3, and I-I, the construction documents shall designate the number of occupants to be accommodated on every floor, and in all rooms and spaces.

106.3.3 Exterior wall envelope. Construction documents for all buildings shall describe the exterior wall envelope in sufficient detail to determine compliance with the codes. The construction documents shall provide details of the exterior wall envelope as required, including flashing, intersections with dissimilar materials, corners, end details, control joints, intersections at roof, eaves or parapets, means of drainage, water-resistive membrane and details around openings.

The construction documents shall include manufacturer's installation instructions that provide supporting documentation that the proposed penetration and opening details described in the construction documents maintain the weather resistance of the exterior wall envelope. The supporting documentation shall fully describe the exterior wall system which was tested, where applicable, as well as the test procedure used.

106.4 Site plan. The construction documents submitted with the application for permit shall be accompanied by a site plan showing to scale the size and location of new construction and existing structures on the site, distances from lot lines, the established street grades and the proposed finished grades and, as applicable, flood hazard areas, floodways, and design flood elevations; and it shall be drawn in accordance with an accurate boundary line survey. In the case of demolition, the site plan shall show construction to be demolished and the location and size of existing structures and construction that are to remain on the site or plot. The Building Official is authorized to waive or modify the requirement for a site plan when the application for permit is for alteration or repair or when otherwise warranted.

106.5 Examination of documents. The Building Official shall examine or cause to be examined the accompanying construction documents and shall ascertain by such examinations whether the construction indicated and described is in accordance with the requirements of the codes and other pertinent laws or ordinances.

106.6 Approval of construction documents. When the Building Official issues a permit, the construction documents shall be approved, in writing or by stamp, as "Reviewed for Code Compliance," One set of construction documents so reviewed shall be retained by the Building Official. The other set shall be returned to the applicant, shall be kept at the site of work and shall be open to inspection by the Building Official or a duly authorized representative.

106.7 Previous approvals. The codes shall not require changes in the construction documents, construction or designated occupancy of a structure for which a lawful permit has been heretofore issued or otherwise lawfully authorized, and the construction of which has been pursued in good faith within 180 days after the effective date of the codes, has not been abandoned or the Building Official has not determined the permit was issued under incorrect information.

106.8 Design professional in responsible charge. When it is required that documents be prepared by a registered design professional, the Building Official shall be authorized to require the owner to engage and designate on the building permit application a registered design professional who shall act as the

registered design professional in responsible charge. If the circumstances require, the owner shall designate a substitute registered design professional in responsible charge who shall perform the duties required of the original registered design professional in responsible charge. The Building Official shall be notified in writing by the owner if the registered design professional in responsible charge is changed or is unable to continue to perform the duties.

The registered design professional in responsible charge shall be responsible for reviewing and coordinating submittal documents prepared by others, including phased and deferred submittal items, for compatibility with the design of the building.

Where structural observation is required by the California Building Code (currently Section 1709,) the statement of special inspections shall name the individual or firms who are to perform structural observation and describe the stages of construction at which structural observation is to occur (see also duties currently specified in Section 1704).

106.9 Deferred submittals. For the purposes of this section, deferred submittals are defined as those portions of the design that are not submitted at the time of the application and that are to be submitted to the Building Official within a specified period.

Deferral of any submittal items shall have the prior approval of the Building Official. The registered design professional in responsible charge shall list the deferred submittals on the construction documents for review by the Building Official.

Documents for deferred submittal items shall be submitted to the registered design professional in responsible charge who shall review them and forward them to the Building Official with a notation indicating that the deferred submittal documents have been reviewed and been found to be in general conformance to the design of the building. The deferred submittal items shall not be installed until the design and submittal documents have been approved by the Building Official.

The issuance or granting of a permit or approval of plans, specifications, and computations shall not be construed to be a permit for, or an approval of, any violation of any of the provisions the codes or of any other ordinance of the City. Permits presuming to give authority to violate or cancel the provisions of the codes or other ordinances of the jurisdiction shall not be valid.

106.10 Amended construction documents. Work shall be installed in accordance with the approved construction documents, and any changes made during construction that are not in compliance with the approved construction documents shall be resubmitted for approval as an amended set of construction documents.

106.11 Number of construction documents. One set of approved construction documents shall be retained by the Building Official for a period of not less than required by state law and retention policy.

(Ord. No. 13-05, § 2, 11-20-2013)

Sec. 10.05.080. - Section 107 temporary structures and uses.

107.1 General. The Building Official is authorized to issue a permit for temporary structures and temporary uses. Such permits shall be limited as to time of service, but shall not be permitted for more than 180 days. The Building Official is authorized to grant extensions for demonstrated cause.

107.2 Conformance. Temporary structures and uses shall conform to the structural strength, fire safety, means of egress, accessibility, light, ventilation and sanitary requirements of the codes as necessary to ensure public health, safety and general welfare,

107.3 Temporary power. The Building Official is authorized to give permission to temporarily supply and use power in part of an electric installation before such installation has been fully completed and the final certificate of completion has been issued. The part covered by the temporary certificate shall comply with the requirements specified for temporary lighting, heat or power in the California Electrical Code.

107.4 Termination of approval. The Building Official is authorized to terminate such permit for a temporary structure or use and to order the temporary structure or use to be discontinued.

(Ord. No. 13-05, § 2, 11-20-2013)

Sec. 10.05.090. - Section 108 fees.

108.1 General. A fee as established by resolution of the City Council shall be paid for each plan review when submitted and each permit at time of issuance.

108.2 Permit fees. A fee for each required permit shall be assessed in accordance with the fee schedule adopted by City Council.

Failure to pay fees and obtain a permit before commencing work shall be deemed a violation of the codes, except when a program is established by the Building Official and permit conditions are defined, or it can be proven to the satisfaction of the Building Official that an emergency existed which made it impractical to first obtain the permit. A violation shall result in an investigation fee in an amount equal to the permit fee for work undertaken without permit. Payment of an investigation fee shall not relieve any person from fully complying with the requirements of the codes nor from any penalties prescribed herein.

108.3 Plan review fees. When a plan or other data is ready to be submitted per Section 105 a plan-checking fee, in the amount as established by City Council shall be paid to the Building Official at the time of submitting plans and specifications for checking. When submittal documents are incomplete or changes so as to require additional plan review or when the project involves differed submittal items an additional fee shall be assessed in accordance with the fee schedule established by City Council. Said

fee may be waived when in the opinion of the Building Official the additional fee is not warranted. No additional fees shall be charged for checking corrections required by the Building Official; except where excessive plan reviews are performed, additional fees may be levied as established by City Council.

108.4 Investigation fee. An investigation fee as established by the City Council may be charged by the Building Official whenever work for which a permit is required by the codes has been commenced without first obtaining said permit. This fee shall be paid and the investigation shall be made prior to the issuance of any permit for said work. An investigation fee may be charged for any investigation of a building, structure, work reports, certification or any other related work requested by an owner or authorized agent of such owner.

108.5 Fee refunds. The Building Official may authorize refunding of any fee paid hereunder which was erroneously paid or collected. Permit inspection and plan check fees will be refunded in their entirety when inadvertently paid for a project outside the jurisdiction or as duplicate fees. Such refund requests shall be in writing from the original permittee. Except that no refund will be made when 180 days has elapsed from the date of payment, for city incurred costs for services which have been rendered, or finance department fees.

108.6 Change of occupancy investigation fee. A fee as established by the City Council shall be paid when an occupancy investigation inspection is required by the Building Official. Note: The occupancy investigation fees are in addition to other investigation fees and do not include the fees for the building permit, or fees for electrical, plumbing or heating and ventilating permits covering the alterations and/or repairs of the occupancy conversion.

(Ord. No. 13-05, § 2, 11-20-2013)

Sec. 10.05.100. - Section 109 inspections.

109.1 General. Construction or work for which a permit is required shall be subject to inspection by the Building Official and such construction or work shall remain accessible and exposed for inspection purposes until approved, Approval as a result of an inspection shall not be construed to be an approval of a violation of the provisions of the codes or of other ordinances of the jurisdiction. Inspections presuming to give authority to violate or cancel the provisions of the codes or of other ordinances of the jurisdiction shall not be valid, It shall be the duty of the permit applicant to cause the work to remain accessible and exposed for inspection purposes, Neither the Building Official nor the jurisdiction shall be liable for expense entailed in the removal or replacement of any material required to allow inspection.

109.2 Preliminary inspection. Before issuing a permit, the Building Official is authorized to examine or cause to be examined buildings, structures and sites for which an application has been filed,

109.3 Required inspections. The Building Official, upon notification, shall make the inspections set forth in Sections 109.3.1 through 109.3.10.

109.3.1 Footing and foundation inspection. Footing and foundation inspections shall be made after excavations for footings are complete and any required reinforcing steel is in place, for concrete foundations, any required forms shall be in place prior to inspection, materials for the foundation shall be on the job, except where concrete is ready mixed in accordance with ASTM C 94, the concrete need not be on the job.

109.3.2 Concrete slab and under-floor inspection. Concrete slab and under-floor inspections shall be made after in-slab or under-floor reinforcing steel and building service equipment, conduit, piping accessories and other ancillary equipment items are in place, but before any concrete is placed or floor sheathing installed, including the subfloor.

109.3.3 Lowest floor elevation. In flood hazard areas, upon placement of the lowest floor, including the basement, and prior to further vertical construction, the elevation certification required in Section 1612.5 shall be submitted to the Building Official.

109.3.4 Frame inspection. Framing inspections shall be made after the roof deck or sheathing, all framing, fireblocking and bracing are in place and pipes, chimneys and vents to be concealed are complete and the rough electrical, plumbing, heating wires, pipes and ducts are approved,

109.3.5 Lath and gypsum board inspection. Lath and gypsum board inspections shall be made after lathing and gypsum board, interior and exterior, is in place, but before any plastering is applied or gypsum board joints and fasteners are taped and finished.

109.3.6 Fire-resistant penetrations. Protection of joints and penetrations in fire-resistance-rated assemblies shall not be concealed from view until inspected and approved.

109.3.7 Energy efficiency inspections. Inspections shall be made to determine compliance with the California Energy, Green Building Standards Codes and shall include, but not be limited to, inspections for: envelope insulation R and U-values, fenestration U-value, duct system R-value, and HVAC and water-heating equipment efficiency,

109.3.8 Other inspections. In addition to the inspections specified above, the Building Official is authorized to make or require other inspections of any construction work to ascertain compliance with the provisions of the codes, standards and other laws that are enforced by the jurisdiction having authority.

109.3.9 Special inspections. For special inspections, see Section 1704 of the California Building Code.

109.3.10 Final inspection. The final inspection shall be made after all work required by the building permit is completed.

109.4 Inspection agencies. The Building Official is authorized to accept reports of approved inspection agencies, provided such agencies satisfy the requirements as to qualifications and reliability.

109.5 Inspection requests. It shall be the duty of the holder of the building permit or their duly authorized agent to notify the Building Official when work is ready for inspection, it shall be the duty of the permit holder to provide access to and means for inspections of such work that are required by the codes.

109.6 Approval required. Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the Building Official. The Building Official, upon notification, shall make the requested inspections and shall either indicate the portion of the construction that is satisfactory as completed, or notify the permit holder or his or her agent wherein the same fails to comply with the codes. Any portions that do not comply shall be corrected and such portion shall not be covered or concealed until authorized by the Building Official.

(Ord. No. 13-05, § 2, 11-20-2013)

Sec. 10.05.110. - Section 110 certificate of occupancy.

110.1 Use and occupancy. No building or structure shall be used or occupied, and no change in the existing occupancy classification of a building or structure or portion thereof shall be made until the Building Official has issued a certificate of occupancy therefore as provided herein.

Exception: Certificate of occupancies are not required for remodels and additions to owner-occupied dwellings, such as single-family homes, townhomes, Co-Op or condominiums and U occupancies, when said dwelling has a valid occupancy.

Issuance of a certificate of occupancy shall not be construed as an approval of a violation of the provisions of the codes or of other ordinances of the jurisdiction. Certificates presuming to give authority to violate or cancel the provisions of the codes or other ordinances of the jurisdiction shall not be valid.

The jurisdiction need not issue a Certificate of Occupancy to the builder upon the completion of a commercial structure where there is tenant spacing. Instead, a Certificate of Occupancy is issued to a business entity that is going to occupy the building, or a portion thereof.

110.2 Certificate issued. After the Building Official inspects the building or structure and finds no violations of the provisions of the codes or other laws that are enforced by the department of building safety, the Building Official shall issue a certificate of occupancy that contains the following:

1. The building permit number.
2. The address of the structure.
3. The name and address of the owner.

4. A description of that portion of the structure for which the certificate is issued.
5. A statement that the described portion of the structure has been inspected for compliance with the requirements of the codes for the occupancy and division of occupancy and the use for which the proposed occupancy is classified.
6. The name of the Building Official.
7. The edition of the code under which the permit was issued.
8. The use and occupancy, in accordance with the provisions of Chapter 3.
9. The type of construction as defined in Chapter 6.
10. The design occupant load.
11. If an automatic sprinkler system is provided, whether the sprinkler system is required.
12. Any special stipulations and conditions of the building permit.

110.3 Temporary occupancy. The Building Official is authorized to issue a temporary certificate of occupancy before the completion of the entire work covered by the permit, provided that such portion or portions shall be occupied safely. The Building Official shall set a time period during which the temporary certificate of occupancy is valid.

In the event the building is not completed and ready for final inspection in the time prescribed by the Building Official, the building shall be vacated and the utilities disconnected until such time the building is completed, final inspection is completed and a Certificate of Occupancy is issued.

110.4 Revocation. The Building Official is authorized to, in writing, suspend or revoke a certificate of occupancy or completion issued under the provisions of the codes wherever the certificate is issued in error, or on the basis of incorrect information supplied, or where it is determined that the building or structure or portion thereof is in violation of any ordinance or regulation or any of the provisions of the codes.

Sec. 10.05.120. - Section 111 service utilities.

111.1 Connection of service utilities. No person shall make connections from a utility, source of energy, fuel or power to any building or system that is regulated by the codes for which a permit is required, until released by the Building Official.

111.2 Temporary connection. The Building Official shall have the authority to authorize the temporary connection of the building or system to the utility source of energy, fuel or power.

Temporary connections may be terminated by the Building Official in the event the permit for such work expires, temporary occupancy is terminated, or it is determined by the Building Official that conditions associated with the connected utility are not met.

111.3 Authority to disconnect service utilities. The Building Official shall have the authority to authorize disconnection of utility service to the building, structure or system regulated by the codes and the codes referenced in case of emergency where necessary to eliminate an immediate hazard to life or property. The Building Official shall notify the serving utility, and wherever possible the owner and occupant of the building, structure or service system of the decision to disconnect prior to taking such action. If not notified prior to disconnecting, the owner or occupant of the building, structure or service system shall be notified in writing, as soon as practical thereafter.

(Ord. No. 13-05, § 2, 11-20-2013)

Sec. 10.05.130. - Section 112 board of appeals.

112.1 General. In order to hear and decide appeals of orders, decisions or determinations made by the Building Official relative to the application and interpretation of this code, there shall be and is hereby created a board of appeals. The board of appeals shall be appointed by the applicable governing authority and shall hold office at its pleasure. The board shall adopt rules of procedure for conducting its business.

112.2 Limitations on authority. The Board of Appeals shall have no authority relative to interpretation of the administrative provisions of the codes nor shall the Board be empowered to waive requirements of the codes. The application for appeal shall be based on a claim that the true intent of the codes or the rules legally adopted thereunder have been incorrectly interpreted, the provision of the codes do not fully apply or an equally good or better form of construction is proposed.

112.3 Qualifications. The board of appeals shall consist of members who are qualified by experience and training to pass on matters pertaining to building construction and are not employees of the jurisdiction.

112.4 Applications, fees and findings. Any person appealing the decision of the Building Official shall file with the Building Official a written application accompanied by a filing fee in accordance with the fee schedule adopted by City Council Resolution at any time not more than 20 working days after the decision of the Building Official.

The application shall set forth and include any information as the Building Official may require.

Upon the filing of a verified application, the Building Official shall transmit said application forthwith to the Board of Appeals, and such board shall investigate, examine, review, hear testimony, from and on behalf of the applicant, and shall render findings and decisions on the matter in writing to the applicant with a duplicate copy to the Building Official within 10 working days after the conclusion of its proceedings, the Building Official shall make all findings and decisions available to the public without fees.

(Ord. No. 13-05, § 2, 11-20-2013)

Sec. 10.05.140. - Section 113 violations and penalties.

113.1 General. It shall be unlawful for any person, firm, or corporation to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy, or maintain any building or structure, grading on private property in the City of Laguna Woods, or cause or permit the same to be done in violation of the codes.

Any person, firm, corporation violating any of the provisions of the codes shall be deemed guilty of a misdemeanor, and each such person shall be deemed guilty of a separate offense for each and every day or portion thereof during which any violation of any of the provisions of the codes is committed, continued, or permitted.

113.2 Notice of violation. The Building Official is authorized to serve a notice of violation or order on the person responsible for the erection, construction, alteration, extension, repair, moving, removal, demolition or occupancy of a building or structure in violation of the provisions of the codes, or in violation of a permit or certificate issued under the provisions of the codes, Such order shall direct the discontinuance of the illegal action or condition and the abatement of the violation.

113.3 Prosecution of violation. If the notice of violation is not complied with promptly, the Building Official is authorized to request the legal counsel of the jurisdiction to institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the building or structure in violation of the provisions of the codes or of the order or direction made pursuant thereto.

113.4 Violation penalties. Any person who violate a provision of the codes or fails to comply with any of the requirements thereof or who erects, contracts, alters or repairs a building or structure in violation of the approved construction document or directive of the Building Official, or of a permit or certificate issued under the provision of this code, shall be subject to penalties as prescribed by this chapter, and local, state and federal laws.

(Ord. No. 13-05, § 2, 11-20-2013)

Sec. 10.05.150. - Section 114 stop work order.

114.1 Authority. Whenever the Building Official finds any work regulated by the codes being performed in a manner either contrary to the provisions of the codes or dangerous or unsafe, the Building Official is authorized to issue a stop work order.

114.2 Issuance. The stop work order shall be in writing and shall be given to the owner of the property involved, or to the owner's agent, or to the person doing the work. Upon issuance of a stop work order, the cited work shall immediately cease. The stop work order shall state the reason for the order, and the conditions under which the cited work will be permitted to resume.

114.3 Unlawful continuance. Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to penalties as prescribed by law,

(Ord. No. 13-05, § 2, 11-20-2013)

Sec. 10.05.160. - Section 115 unsafe structures and buildings.

115.1 General. All buildings or structures which are structurally unsafe or not provided with adequate egress, or which constitute a fire hazard, or are otherwise dangerous to human life, or which in relation to existing use constitute a hazard to safety or health or public welfare, by reason of inadequate maintenance, dilapidation, obsolescence, fire hazard, disaster damage, or abandonment, as specified in this Code or in any other effective ordinance or statute, are, for the purpose of this section, unsafe buildings and constitute an unsafe condition. All such unsafe buildings or conditions are hereby declared to be public nuisances and shall be abated by repair, rehabilitation, improvement, removal, or demolition, in whole or part. A vacant building or structure that is not secure against entry shall be deemed unsafe.

(Ord. No. 13-05, § 2, 11-20-2013)

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8.1

**COMPREHENSIVE ANNUAL FINANCIAL
REPORT AND AD HOC AUDIT COMMITTEE**

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: December 21, 2016 Regular Meeting

SUBJECT: Comprehensive Annual Financial Report and Ad Hoc Audit Committee

Recommendation

1. Receive and file the Comprehensive Annual Financial Report (CAFR) with Report on Audit by Independent Certified Public Accountants for the Year Ended June 30, 2016 (Fiscal Year 2015-16).

AND

2. Dissolve the Ad Hoc Audit Committee that consists of Councilmembers Conners and Moore.

Background

On June 15, 2016, the City Council appointed Councilmembers Conners and Moore to an Ad Hoc Audit Committee to work with the City's independent auditors on matters related to the Fiscal Year 2015-16 audit.

White Nelson Diehl Evans, LLP serves as the City's independent auditor. They were selected following a competitive Request for Proposals (RFP) process and began providing services with the Fiscal Year 2014-15 audit. White Nelson Diehl Evans, LLP provides or has provided audit services to Orange County cities including Costa Mesa, Cypress, Fountain Valley, Fullerton, Irvine, Lake Forest, Los Alamitos, Newport Beach, Rancho Santa Margarita, San Juan Capistrano, Stanton, Tustin, and Westminster.

Discussion

Today's meeting is an opportunity for City Council discussion, as well as public comments, regarding the Comprehensive Annual Financial Report (CAFR) with Report on Audit by Independent Certified Public Accountants for the Year Ended June 30, 2016 (Fiscal Year 2015-16) (Attachment A). A representative from White Nelson Diehl Evans, LLP will also be available to answer questions and provide additional information at the meeting.

White Nelson Diehl Evans, LLP concluded, based on their audit, that there was a reasonable basis for rendering an unmodified opinion that the financial statements for Fiscal Year 2015-16 were fairly presented in conformity with Generally Accepted Accounting Principles (GAAP). No material weaknesses or significant deficiencies were identified in the City's internal control structure.

Fiscal Year 2015-16 is the second fiscal year for which a CAFR has been prepared with each of the sections prescribed by the Governmental Accounting Standards Board (GASB). Preparation of a CAFR includes a broader presentation of financial statements than required by law, and is optional, but encouraged by GASB.

Having completed its charge, it is recommended that the City Council dissolve the Ad Hoc Audit Committee.

Fiscal Impact

Funds to support this project are included in the City's budget.

Report Prepared With: Margaret Cady, CPA, Administrative Services Director/City Treasurer

Attachment: A – Fiscal Year 2015-16 Comprehensive Annual Financial Report

City of Laguna Woods, California

Comprehensive Annual Financial Report With Report on Audit By Independent Certified Public Accountants

Year Ended June 30, 2016
(Fiscal Year 2015-16)



Prepared by:

Administrative Services Department
Margaret Cady, CPA
Administrative Services Director/City Treasurer



CITY OF LAGUNA WOODS, CALIFORNIA
COMPREHENSIVE ANNUAL FINANCIAL REPORT

**WITH REPORT ON AUDIT
BY INDEPENDENT
CERTIFIED PUBLIC ACCOUNTANTS**

**YEAR ENDED JUNE 30, 2016
(FISCAL YEAR 2015-16)**

Prepared by:

**Administrative Services Department
Margaret Cady, CPA
Administrative Services Director/City Treasurer**

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CITY OF LAGUNA WOODS

TABLE OF CONTENTS

June 30, 2016

	<u>Page Number</u>
INTRODUCTORY SECTION:	
Letter of Transmittal	i
Principal Officials	vii
Organization Chart	viii
GFOA Certificate of Achievement for Excellence in Financial Reporting	ix
FINANCIAL SECTION:	
Independent Auditors' Report	1
Management's Discussion and Analysis (Required Supplementary Information)	5
Basic Financial Statements:	
Government-Wide Financial Statements:	17
Statement of Net Position	18
Statement of Activities	19
Fund Financial Statements:	21
Governmental Funds:	
Balance Sheet	22
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position	23
Statement of Revenues, Expenditures and Changes in Fund Balances	24
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balances to the Statement of Activities	25
Notes to Basic Financial Statements	27
Required Supplementary Information:	63
Schedule of Proportionate Share of the Net Pension Liability	64
Schedule of Contributions	65
Schedule of Funding Progress - Other-Post Employment Benefit Plan	66
Budgetary Comparison Schedules:	67
General Fund	68
Measure M Special Revenue Fund	69
Note to Required Supplementary Information	70

CITY OF LAGUNA WOODS

TABLE OF CONTENTS
(CONTINUED)

June 30, 2016

	<u>Page Number</u>
FINANCIAL SECTION (CONTINUED):	
Supplementary Information:	71
Other Governmental Funds:	73
Combining Balance Sheet	74
Combining Statement of Revenues, Expenditures and Changes in Fund Balances	76
Schedules of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual:	
Gas Tax Special Revenue Fund	78
Traffic Mitigation Fees Special Revenue Fund	79
Supplemental Law Enforcement Special Revenue Fund	80
Air Quality Improvement Special Revenue Fund	81
Senior Mobility Special Revenue Fund	82
Community Development Block Grant Special Revenue Fund	83
PEG/Cable Television Special Revenue Fund	84
Grants Special Revenue Fund	85
STATISTICAL SECTION:	87
Description of Statistical Section Contents	89
Financial Trends:	
Net Position by Component - Last Ten Fiscal Years	90
Changes in Net Position - Expenses and Program Revenues - Last Ten Fiscal Years	92
Changes in Net Position - General Revenues - Last Ten Fiscal Years	94
Fund Balances of Governmental Funds - Last Ten Fiscal Years	96
Changes in Fund Balances of Governmental Funds - Last Ten Fiscal Years	98
Revenue Capacity:	
Property Tax Dollar Breakdown - Fiscal Year 2015-16	100
Direct and Overlapping Property Tax Rates - Last Ten Fiscal Years	101
Overlapping Debt	102
Top Ten Property Taxpayers - Fiscal Year 2006-07	103
Top Ten Property Taxpayers - Fiscal Year 2015-16	104
Property Use Category Summary - Fiscal Year 2015-16	105
Property Tax Levies and Collections - Last Ten Fiscal Years	106
Assessed Value and Estimated Actual Value of Taxable Property - Last Ten Fiscal Years	107
Top 25 Sales Producers - Fiscal Year 2006-07	108
Top 25 Sales Producers - Fiscal Year 2015-16	109
Taxable Sales by Category - Last Ten Calendar Years	110

CITY OF LAGUNA WOODS

TABLE OF CONTENTS
(CONTINUED)

June 30, 2016

	<u>Page Number</u>
STATISTICAL SECTION (CONTINUED):	
Demographic and Economic Information:	
Demographic and Economic Statistics - Last Ten Fiscal Years	112
Principal Employers - Calendar Year 2015 and Nine Years Ago	113
Assessed Value of Taxable Property	114
Residential Sales Value History	116
Operating Information:	
Full-Time Equivalent City Employees by Function - Last Ten Fiscal Years	117
Operating Indicators by Function - Last Ten Fiscal Years	118
Capital Asset Statistics by Function - Last Ten Fiscal Years	119

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INTRODUCTORY SECTION

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CITY of LAGUNA WOODS

Noel Hatch
Mayor

December 8, 2016

Shari L. Horne
Mayor Pro Tem

Honorable Mayor and Members of the City Council:

Cynthia Conners
Councilmember

It is our privilege to present the City of Laguna Woods' Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2016 (Fiscal Year 2015-16). This CAFR was prepared by the City's Administrative Services Department in conformance with Generally Accepted Accounting Principles (GAAP). This CAFR also meets State law requirements for the annual publication of audited financial records.

Bert Hack
Councilmember

Carol Moore
Councilmember

Christopher Macon
City Manager

This CAFR consists of management's representations concerning the finances of the City. As such, management assumes full responsibility for the completeness and reliability of all information presented. To provide a reasonable basis for making these representations, the management of the City has established a comprehensive internal control framework that is designed both to protect the City's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the City's financial statements. The internal control framework is a guide at any given time. As the City's business and operating environment may change over time, management periodically reassesses the internal control framework to identify opportunities to improve its effectiveness. The internal control framework is designed to provide reasonable, rather than absolute, assurance that the financial statements will be free from material misstatement. Management believes that, to the best of our knowledge, this CAFR is complete and reliable in all material respects.

The City's financial statements have been audited by White Nelson Diehl Evans LLP, an independent firm of certified public accountants. The goal of the independent audit was to provide reasonable assurance that the financial statements of the City for Fiscal Year 2015-16 are free of material misstatement. The independent audit involved examining, on a test basis; evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and, evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unmodified opinion that the City's financial statements were fairly presented in conformity with GAAP. The independent auditor's report is presented as the first component of the financial section of this CAFR.

The City, as a recipient of Federal financial assistance, including pass-through of Federal funding by the State of California, County of Orange, and other local agencies, is responsible for compliance with applicable laws and regulations related to those programs. The City's internal control framework, monitored by management, is designed to meet required compliance. Annual reporting thresholds as detailed in the federal Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, establishes a threshold for a required annual audit (single audit) of those entities receiving Federal funding. The City did not meet the threshold and was not required to have a single audit performed for Fiscal Year 2015-16.

This transmittal letter is designed to supplement the components of the CAFR, which includes Management’s Discussion and Analysis (MD&A), summaries of all financial activity for all funds of the City, and government-wide financial statements. The MD&A provides analysis of trends, fluctuations, variances, and other events or decisions that affect the financial condition of the City. This transmittal letter complements and should be read in conjunction with the MD&A. The MD&A can be found immediately following the independent auditor’s report.

Government Profile

The City of Laguna Woods was incorporated on March 24, 1999 and includes the private gated community of Laguna Woods Village, several senior-oriented residential communities, commercial centers, three public parks, and additional open space areas. The City occupies approximately three square miles of land in Orange County, California and is bordered by the cities of Aliso Viejo, Irvine, Laguna Beach, and Laguna Hills, as well as unincorporated and undeveloped open space owned by the County of Orange and the City of Laguna Beach.

The City is a “general law city” with a “Council-Manager” form of local government, meaning that it operates within the parameters of California municipal law with an elected City Council that is responsible for legislative and policy functions. The City Council appoints and supervises a professional City Manager charged with the “day-to-day” responsibilities of managing the City and implementing City Council laws and policy. The City Council also appoints a City Attorney to serve as the City’s legal counsel. The five members of the City Council are residents elected at large by registered voters to four-year terms. Elections are held in even numbered years with two and then three Councilmembers elected at subsequent elections. The City Council appoints a Mayor and Mayor Pro Tem from its membership.

The City operates as a contract city, contracting with other governmental entities and private firms to provide traditional municipal services. Key franchise and contract services providers for Fiscal Year 2015-16 included:

Animal Control & Shelter Services	City of Laguna Beach
Building Inspection & Engineering Services	CivilSource, Inc.
Code Enforcement & Infrastructure Inspection Services	AndersonPenna Partners, Inc.
Landscape Maintenance Services	Nieves Landscaping
Law Enforcement Services	Orange County Sheriff’s Department
Legal Services	Rutan & Tucker, LLP
Planning Services	Pacific Management Consultants (Michael Baker International, Inc.)
Right-of-Way Maintenance Services	PV Maintenance

The City is a member of two joint powers authorities – the California Joint Powers Insurance Authority (CJPIA), which provides insurance and risk management services, and the Orange County Fire Authority (OCFA), which provides fire services. As a “structural fire fund city,” a fire tax is included in Laguna Woods’ 1% basic property tax levy. As the County of Orange

collects the fire tax, accumulates the proceeds in a structural fire fund, and makes payments to OCFA on behalf of the City, expenses for fire services are not included in the CAFR.

Prior to each fiscal year, the City Council adopts a budget, which serves as the foundation for the City's financial planning and control. The budget is established at the fund and department levels with the City Manager having the authority to make adjustments within and between departments in the same fund, provided that there are no increases in fund budgets. While the City Manager is authorized to decrease fund-level budget appropriations as a method of fiscal control, City Council action is required to increase fund-level budget appropriations.

Local Economy

On June 28, 2016, Chapman University's A. Gary Anderson Center for Economic Research, reported several areas of slowing growth in Orange County, compared to previous years. Jobs, total personal income, taxable sales, and residential building permit valuation were forecast to grow in 2016, but at more modest levels than in previous years. Those forecasts, and prior year trends, led the Center for Economic Research to conclude that "As in the case of California, current trends suggest that [Orange County's] recovery is no longer holding its own but is in decline, with all explanatory factors pointing to slower growth." One area of contrast is housing appreciation, which was forecast to increase by 1.9% in 2016, compared to 0.7% in 2015. While the City's demographics differ somewhat substantially from even an average of the entirety of Orange County, and local home sales tend to be slower, the Center for Economic Research's findings provide regional context for local economic analysis.

While the City's revenue is generally expected to increase slightly over the course of future fiscal years, the risks posed by continually increasing law enforcement costs exacerbated by labor agreements approved by the Orange County Board of Supervisors; the lack of a strong and diversified local sales tax base; and, a continued downward trend in fuel tax revenue due, in part, to statewide reductions in motor vehicle gasoline prices and consumption, continue to be of significant concern. In any case, the City's ability to perform core municipal functions could be impaired by fluctuations in revenues that are relied on to meet day-to-day operational and maintenance needs, or escalation of expenditures. In the case of sales tax, those fluctuations could occur with relatively little or no notice with the closure of any major business.

To promote fiscal health and sustainability, the City is continuing efforts begun in Fiscal Year 2014-15 to significantly enhance the efficiency, effectiveness, and economy of City business.

Relevant Financial Policies

The City has numerous financial policies to promote the prudent management and safeguarding of its assets, including investment, budgeting, reserves, reporting, payment, and purchasing policies. During Fiscal Year 2015-16, the City Council approved comprehensive updates of the City's investment and budgeting, reserves, and reporting policies. Staff also drafted a new escheatment policy, which was approved by the City Council on November 16, 2016.

The update of the City's investment policy expanded authorized investment types, modified maximum investments and maturities, and made a variety of other changes based, in part, on guidance provided by the State and the California Municipal Treasurer's Association. While the updated policy includes significant changes from previous policies, it maintains an overall conservative approach to investment activity with safety being the foremost priority.

The update of the City's budgeting, reserves, and reporting policy formalized the practice of considering independent, third-party analysis of the two largest sources of ongoing General Fund revenue (property tax and sales tax); established reserves for paid leave, self-insurance, and general contingency purposes; called for the continued maintenance of an irrevocable trust fund to prefund statutorily-mandated other post-employment benefit liabilities; required the preparation of Comprehensive Annual Financial Reports (as opposed to basic annual financial statements); and, modified the mix of interim financial reporting, among other changes.

The new escheatment policy outlines a process to handle monies belonging to other parties which remain unclaimed by those parties and in the City's treasury for periods of three years or more. The approved policy includes noticing to the persons whom the City identifies as the owners of each unclaimed payment in excess of the noticing required by State law.

Long-Term Financial Planning

In recent fiscal years, the City has expanded its budget presentation; improved the quality and transparency of its annual financial reporting; updated policies and practices pertaining to investing, budgeting, reserves, and reporting; and, laid the framework for longer-term strategic financial planning. Those efforts have resulted in the City receiving the Operating Budget Excellence Award for Fiscal Year 2015-16 from the California Society of Municipal Finance Officers (CSMFO) and the Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Finance Report (CAFR) for Fiscal Year 2014-15 from the Government Finance Officers Association (GFOA). Earning the Certificate of Achievement for the City's first-ever CAFR was particularly gratifying, as the CAFR represents a significant improvement in transparency and financial recordkeeping.

The City has historically developed a single-year budget and work plan, as well as a seven-year capital improvement plan. The City is in the process of transitioning to a two-year budget and issuance of an annual five-year strategic financial plan. It is anticipated that the first strategic financial plan will be issued in Fiscal Year 2016-17 and updated, annually, thereafter. The first two-year budget and work plan will be introduced in Fiscal Year 2017-18.

For Fiscal Year 2015-16, the City's budget included the following reserves: (1) a compensated employees absences reserve of \$150,000, and (2) a self-insurance reserve of \$500,000. As a direct result of increasing law enforcement costs (7.40% in Fiscal Year 2016-17 with an additional 1.4% increase anticipated due to recently negotiated labor agreements approved by the Orange County Board of Supervisors), and other economic drivers, the economic uncertainties reserve was suspended for Fiscal Year 2015-16.

During Fiscal Year 2015-16, the City Council unanimously voted to establish an other post-

employment benefits trust to proactively manage future costs and reduce unfunded liabilities associated with the City’s statutorily required cost of CalPERS health insurance premiums for qualified, retired employees. The trust was established with an initial funding level of 80% of the other post-employment benefits liability and will be reviewed and maintained as stipulated in the City’s budgeting, reserves, and reporting policy.

At the conclusion of Fiscal Year 2015-16, the City had unassigned fund balances equivalent to approximately 173% of General Fund operating expenses.

Major Initiatives

During Fiscal Year 2015-16, the City Council pursued the following priority focus areas, which provided guiding principles and goals for the City’s programs, projects, and services. The priority focus areas were initially selected in Fiscal Year 2014-15.

City Council’s Priority Focus Areas

A City that is...



Healthy and safe



High in quality of life



Environmentally conscious



Economically prosperous



Fiscally responsible



Professionally and efficiently served

In Fiscal Year 2015-16, the City was proud to be recognized for outstanding law enforcement services, including being ranked one of the Top 50 Safest Cities in California by SafeWise, the third safest city in California by BackgroundChecks.org, and the city with the second lowest odds of burglary in California by ConsumerAffairs.org. Other notable accomplishments included awarding a new solid waste handling services franchise, securing a five-year funding extension for the Senior Mobility Program, updating the General Plan Conservation Element,

working with the Local Agency Formation Commission to better align jurisdictional boundaries, and the aforementioned establishment of an other post-employment benefits trust fund and updates of the City's investment and budgeting, reserves, and reporting policies.

The City is currently working to implement and complete major initiatives, including:

- Comprehensive update of the City's General Plan
- Modernization of the City's commercial zoning code and parking standards
- Development of plans for future water efficient median improvements
- Two multi-city traffic signal synchronization projects
- Safety and efficiency-related building improvements at City Hall
- Proactive pavement management and rehabilitation work
- Update of the City's Emergency Operations Plan
- Formation of a non-profit to support City and library programs, projects, and services

Additional significant work plan items can be found in the City's budget and work plan.

Closing Acknowledgments

The City's independent auditors, White Nelson Diehl Evans LLP, continue to proactively support the City in developing best practices related to financial operations and reporting. We thank them for their services.

We also acknowledge the continued efforts of the City's staff, in particular the Administrative Services Department, for their daily contributions and consistent and creative efforts to help the City plan for its financial future.

Respectfully,



Christopher Macon
City Manager



Margaret Cady, CPA
Administrative Services Director/City Treasurer

City Officials



Noel Hatch
Mayor

Shari L. Horne
Mayor Pro Tem

Cynthia Conners
Councilmember

Bert Hack
Councilmember

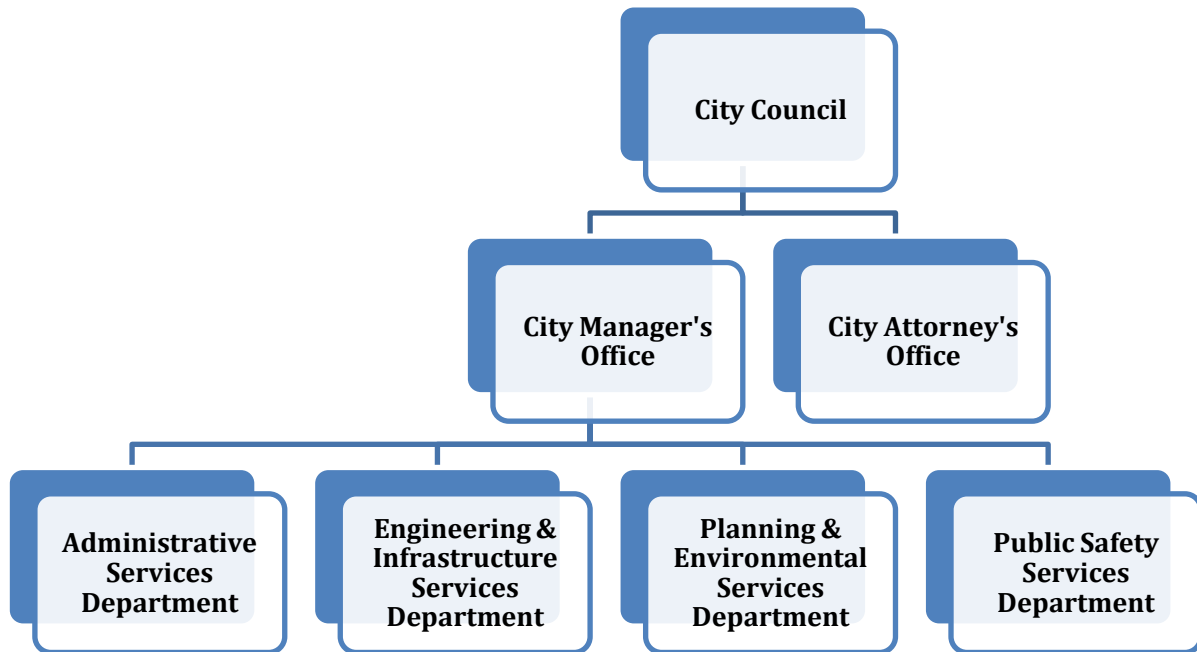
Carol Moore
Councilmember

Christopher Macon
City Manager

David B. Cosgrove
City Attorney

Margaret Cady, CPA
Administrative Services Director/
City Treasurer

City Organization Chart





Government Finance Officers Association

**Certificate of
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in Financial
Reporting**

Presented to

**City of Laguna Woods
California**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2015

Executive Director/CEO

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FINANCIAL SECTION

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INDEPENDENT AUDITORS' REPORT

City Council Members
City of Laguna Woods
Laguna Woods, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Laguna Woods (the City), as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the basic financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Laguna Woods, as of June 30, 2016, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the schedule of proportionate share of the net pension liability, the schedule of contributions, the schedule of funding progress - other post-employment benefit plan, and the budgetary comparison schedules of the general and major special revenue fund, identified as Required Supplementary Information (RSI) in the accompanying table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the RSI in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during the audit of the basic financial statements. We do not express an opinion or provide any assurance on the RSI because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The introductory section, supplementary information, and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated in all material respects in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 8, 2016, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

White Nelson Dick Evans LLP

Irvine, California
December 8, 2016

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MANAGEMENT'S DISCUSSION AND ANALYSIS

CITY OF LAGUNA WOODS

MANAGEMENT'S DISCUSSION AND ANALYSIS

This discussion and analysis of the City of Laguna Woods' financial statements provides an overview of the City's financial activities for the fiscal year ended June 30, 2016 (FY 2015-16). This document should be read in conjunction with the basic financial statements and the accompanying notes to those financial statements.

FINANCIAL HIGHLIGHTS

- The City ended FY 2015-16 with total assets, including capital assets, exceeding total liabilities by \$44.6 million. This amount is referred to as the net position of the City. Of this amount, \$9.1 million is unrestricted net position and may be used to meet the City's ongoing obligations to citizens and creditors. Of the remainder, \$33.8 million represents investment in capital assets and the balance is restricted for programs.
- The City's government-wide (see "Using this Annual Report" below for definition) net position decreased by \$1.6 million during the year. The decrease is primarily attributable to a net decrease of \$1.5 million in capital assets due to depreciation of prior years' contributed infrastructure. The remaining decrease is primarily due to an increase in accrued liabilities which represents timing differences that will turnaround in the following fiscal year.
- As of the close of FY 2015-16, the City's governmental funds reported combined ending fund balances of \$11.0 million, equivalent to the prior year after restating FY 2014-15 to adjust for impact of recording taxes payable and accrued liabilities not recorded in prior years as discussed in Note 13 in the financial statements.
- The General Fund reported an ending fund balance of \$9.6 million, with \$0.3 million in revenues under expenditures due to planned one-time non-operating expenditures, such as the renovation of City Hall's second floor and the General Plan Comprehensive Update project. There was still a \$0.5 million net savings over the final budget due to \$0.3 million in combined expenditure savings across all departments and \$0.2 million in revenues exceeding budgeted amounts.
- The General Fund ending fund balance of \$9.6 million represents 173% of annual General Fund expenditures (versus 240% last FY). The percentage decrease is a direct result of an increase in planned one-time activities and in law enforcement service costs.
- Increasing law enforcement service costs continue to impact funding, reducing amounts that would otherwise be available for general operations and programs. In FY 2015-16, actual law enforcement costs for police services increased 63.0% over prior year expenditures. Approximately 18.4% of the increase was a result of increased service levels, the addition of two deputies and related equipment, including one vehicle. 43.3% of the increase was due a change in costing methodology by the Orange County Sheriff Department and the impact of prior year labor agreements approved by the Orange County Board of Supervisors (Board of Supervisors). Finally, there was an unplanned 1.28% net increase in April 2016 due to additional Board of Supervisors approved labor agreements. In the next fiscal year (FY 2016-17), law enforcement services increased an additional 7.40% on July 1, 2016 due to the aforementioned Board of Supervisor actions and are projected to increase by an additional 1.4% before June 2017 due to new labor agreements recently approved by the Board of Supervisors.

USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The Government-Wide Financial Statements (the Statement of Net Position and the Statement of Activities) provide information about the activities of the City as a whole. The Fund Financial Statements illustrate how City services were financed, as well as what remains for future spending. Fund Financial Statements also report the City's operations in more detail than the Government-Wide Financial Statements by providing information about the City's most significant funds.

Reporting the City as a Whole: The Statement of Net Position and the Statement of Activities

One of the most important questions asked about the City's finances is "Is the City as a whole better or worse off as a result of this year's activities?" The Statement of Net Position and the Statement of Activities report information about the City as a whole and about its activities in a way that helps to answer this question. These statements include all assets, deferred outflows of resources, liabilities and deferred inflows of resources using the accrual basis of accounting, which is similar to the accounting method used by most private sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the City's net position at year-end and changes in net position during the fiscal year. The City's net position, the difference between assets and deferred outflows of resources, and liabilities and deferred inflows of resources, are one way to measure the City's financial health or financial position. Over time, increases or decreases in the City's net position are one indicator of whether its financial health is improving or deteriorating. These statements report that the City's net position decreased during FY 2015-16. However, the decrease was primarily due to the recording of depreciation of prior years' contributed capital assets and increases in accrued liabilities that will turn around in the next year. Decreases related to operations were minimal and resulted from planned expenditures for one-time activities.

Government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The City's governmental activities include general government, public safety, public works, community development, and community services. The City has no business-type activities. Property tax, sales tax, transient occupancy tax, franchise fees, Vehicle Code fines, fuel tax, Measure M revenues and State and Federal grants finance governmental activities.

Reporting the City's Most Significant Funds: Fund Financial Statements

The Fund Financial Statements provide detailed information about major funds, not the City as a whole. Major funds always include the General Fund. The City's special revenue funds are reviewed annually to determine if any should be classified as a major fund, (e.g. the fund has 10% or more of total assets, liabilities, or fund balance of total governmental funds). The City may also classify as a major fund any fund or combination of funds that is considered particularly important to users. In FY 2015-16, the City has designated the Measure M Special Revenue Fund as a major fund. Lesser funds are reported collectively as Other Governmental Funds. Some funds are required to be established by State law; however, the City establishes many other funds to help control and manage money for specific purposes or to demonstrate compliance with legal requirements for using certain taxes, grants and other monies. The City currently has only governmental funds.

Governmental Funds focus on how money flows into and out of those funds and the balances left at year-end that are available for future appropriation. These funds are reported using the modified accrual accounting method. Under this method, revenues are recognized in the accounting period in which they become measurable and available to finance expenditures of the current fiscal period while expenditures are recognized in the accounting period in which the liability is incurred. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds and permanent funds. Currently, the City has only a general fund and special revenue funds (capital projects are accounted for in the General Fund or special revenue funds).

The governmental fund statements provide a detailed short-term view of the City's general governmental operations and the basic services it provides. Governmental fund information helps the reader determine whether there are more or less financial resources that can be spent in the near future to finance the City's programs. The differences of results in the governmental fund financial statements to those in the government-wide financial statements are explained in the reconciliation schedule following each governmental fund financial statement.

THE CITY AS A WHOLE

The following analysis focuses on the net position (Table 1) and changes in net position (Table 2) of the City's governmental activities (the City as a whole).

Table 1
Net Position
Governmental Activities

	<u>2016</u>	<u>2015</u>
Assets:		
Cash and investments	\$11,161,184	\$10,886,842
Other receivables and assets	901,043	916,860
Capital assets, net	<u>33,783,628</u>	<u>35,331,456</u>
 Total Assets	 <u>\$45,845,855</u>	 <u>\$47,135,158</u>
 Deferred Outflows of Resources:		
Deferred amount from pension plans	\$69,975	\$79,169
Total Deferred Outflows of Resources	<u>\$69,975</u>	<u>\$79,169</u>
 Liabilities:		
Accounts payable and other accrued expenses	\$688,506	\$305,802
Long-term liabilities - due within one year	398,688	398,648
Long-term liabilities - due in more than one year	58,556	89,340
Long-term liabilities - compensated absences	<u>73,658</u>	<u>110,525</u>
 Total Liabilities	 <u>\$1,219,408</u>	 <u>\$904,315</u>
 Deferred Inflows of Resources:		
Deferred amount from pension plans	\$94,291	\$138,445
Total Deferred Inflows of Resources	<u>\$94,291</u>	<u>\$138,445</u>
 Net position:		
Net investment in capital assets	\$33,783,628	\$35,331,456
Restricted	1,747,163	1,464,214
Unrestricted	<u>9,071,340</u>	<u>9,375,897</u>
 Total Net Position	 <u>\$44,602,131</u>	 <u>\$46,171,567</u>

* 2015 (FY 2014-15) balances have been restated to adjust for impact of recording taxes payable and accrued liabilities not recorded in prior years as discussed in Note 13 in the financial statements.

Table 2
Changes in Net Position
Government Activities

	2016	2015
Revenues		
Program revenues:		
Charges for services	\$ 826,397	\$ 876,608
Operating contributions and grants	1,176,753	1,419,207
Capital contributions and grants	205,231	10,376,299
Total program revenues	2,208,381	12,672,114
General revenues:		
Taxes:		
Property taxes	328,168	308,786
Property taxes in lieu of VLF	1,949,418	1,803,982
Sales taxes	984,031	908,621
Franchise fees	626,027	604,739
Transient occupancy taxes	475,926	452,293
Investment income	44,394	26,810
Miscellaneous income	-	102,609
Total general revenues	4,407,964	4,207,840
Total revenues	6,616,345	16,879,954
Expenses		
Governmental activities:		
General government	1,503,279	1,402,337
Public safety	2,606,312	1,623,288
Public works	2,481,180	2,588,172
Community development	1,107,156	1,102,273
Community services	487,854	346,288
Total expenses	8,185,781	7,062,358
Increase/(decrease) in net position	\$ (1,569,436)	\$ 9,817,596

* 2015 (FY 2014-15) balances have been restated to adjust for impact of recording taxes payable and accrued liabilities not recorded in prior years as discussed in Note 13 in the financial statements.

The following page summarizes key trends and variances related to Tables 1 and 2.

Tables 1 and 2
Summary of Key Trends and Variances
Government Activities

- Total assets and deferred outflows of resources in the government-wide financial statements were \$45,915,830 as of year- end, a decrease of \$1,298,497 (-2.7%) over the restated prior year, which was due primarily to the depreciation of capital assets partially offset by increases in construction in progress, and increases in accrued liabilities that will turnaround in the next year.
- Unrestricted net position, the part of net position that can be used to finance ongoing obligations, is \$9,071,340 at June 30, 2016, a decrease of -3.2% over the prior year as restated and consistent with the decrease in total assets.
- The City's total program and general revenues were \$2,208,381 and \$4,407,964 respectively, totaling \$6,616,345. After removing a one-time capital contribution of \$9,489,706 from prior year program revenues, the current year revenues compared to the prior year adjusted total of \$7,390,248 represents a decrease of \$773,903 or approximately -10.5% from the prior year. The decrease is primarily due to public works deferred revenues which represent a timing variance of when expenditures are incurred versus reimbursement is received and unspent grant funds which will be rolled over into the next fiscal year, partially offset by a slight increase in general revenues. The total cost of all programs and services was \$8,185,781, which was an increase of approximately 15.9%, due primarily to increased costs for public safety services and increased costs of general government related to planned one-time non-operating expenditures.
- Local property tax revenues along with property taxes in lieu of State vehicle license fees (VLF) totaled \$2,277,586, and combined, they are the City's largest revenue source at 51.7% of total revenues. These revenues fund a significant portion of the City's basic services. This combined revenue source increased by \$164,818 in FY 2015-16, or 7.8%, compared to FY 2014-15 due to increases in all revenue categories with the exception of miscellaneous income which decreased due to a reversal of prior year deferred activity.
- Sales taxes of \$984,031 are the City's second largest revenue source at 22.3%. This revenue source increased by \$75,410, or 8.3%, in FY 2015-16, compared to a decrease of -7.3% in FY 2014-15.

Governmental Activities

Table 3, on the following page, presents the cost of each of the City's governmental activity programs: general government, public safety, public works, community development, and community services, as well as each program's net cost (total cost less revenues generated by the activities). The net cost shows the financial burden that was placed on the City's taxpayers by each of these functions.

Table 3
Net Cost of Governmental Activities

	<u>2016</u>		<u>2015</u>	
	Total Cost of Services	Net Cost of Services	Total Cost of Services	Net Cost of Services
General Government	\$ 1,503,279	\$ 1,412,936	\$ 1,402,337	\$ 1,251,523
Public Safety	2,606,312	2,485,843	1,623,288	1,401,389
Public Works	2,481,180	878,679	2,588,172	(9,260,204)
Community Development	1,107,156	1,076,138	1,102,273	880,622
Community Services	487,854	123,804	346,288	116,914
Total	<u>\$ 8,185,781</u>	<u>\$ 5,977,400</u>	<u>\$ 7,062,358</u>	<u>\$ (5,609,756)</u>

* 2015 (FY 2014-15) balances have been restated to adjust for impact of recording taxes payable and accrued liabilities not recorded in prior years as discussed in Note 13 in the financial statements.

- General Government expenses of \$1,503,279 comprise 18.4% of total cost of services in FY 2015-16, compared to 19.9% in the prior year, and include City Council, City Manager, City Clerk, City Attorney, Administrative Services, Support Services and Risk Management. Charges for services minimally reduce the net cost of these programs. In FY 2015-16, charges for services were approximately 6.0% of total costs.
- Public Safety expenses of \$2,606,312 comprise 31.8% of the total cost of services compared to 23.1% in the prior year. Revenue from fines and Federal and State operating grants, which were equal to amounts received in the prior year, reduced the need for general revenues to support this program in FY 2015-16 by 0.2%. This represents a decrease in the amount of costs supported by non-general fund revenue of -8.8% and is a direct result of the increase in law enforcement operating costs as discussed on page 6.
- Public Works expenses (primarily for maintenance and operation of the City's roadway system) of \$2,481,180 comprise 30.3% of the total cost of services, compared to 36.7% in the prior year. Operating and capital contributions and grants were 60.4% of charges in the current year where in the prior year expenses were fully offset the total cost of these services this year. This is primarily due to planned one-time non-operating expenditures and \$172,859 in capital expenditures that will be reimbursed in a future fiscal year. FY 2015-16 expenses included annual depreciation expense on the City's infrastructure assets of \$1,764,052.
- Community Development expenses of \$1,107,156 comprise 13.5% of the total cost of services, compared to 13.7% in the prior year. The total cost of the program increased by \$141,698, or 14.5%, primarily in planning and environmental services.
- Community Services expenses of \$487,854 comprise 6.0% of the total cost of services, down from the two prior years of 6.8%, primarily due to the partial deferral of the Community Development Block Grant program into the next fiscal year. Operating contributions and grants and charges for services related to the Senior Mobility program offset 74.6% of all Community Services program expenses this past year.

FINANCIAL ANALYSIS OF THE CITY'S FUNDS

At the fiscal year-end, the City's Governmental Funds reported combined fund balances of \$11,016,047, a decrease of \$14,615 or 0.1% from the restated prior year. The General Fund comprises \$9,608,201, or 87.2%, of the total fund balance. The total fund balance of the City's General Fund equates to over 173% of annual General Fund expenditures. The City's General Fund unassigned fund balance of \$8,862,475 equates to over 159.6% of annual General Fund expenditures.

General Fund Budgetary Highlights:

Revenues: Actual total revenues of \$5,233,211 were \$194,211 or 3.9% higher than budgeted, primarily because all revenues, with the exception of franchise fees and investment income came in over budget estimates. Local property and sales tax revenue, transient occupancy tax revenue, and fines and forfeitures were all greater than expected, but excess growth was low compared to growth experienced County-wide. Franchise fees came in just slightly under budget due to a late fourth quarter payments which was reported as deferred income per GASB rules. This represents a timing difference that will turn around in the next year.

Expenditures: Actual expenditures of \$5,552,216 were \$342,395 or 5.8% lower than budgeted. This was due to a savings across all departments resulting for the continuation of the City's reorganization and cost savings measures.

CAPITAL ASSETS

Capital assets, net of accumulated depreciation, totaled \$33,783,628 at year-end, primarily consisting of the City's land, building, and infrastructure assets. During the fiscal year, the City added \$216,224 of value for construction in process and allocated \$1,764,052 of depreciation expense on capital assets, which increased accumulated depreciation to \$10,414,280 as of fiscal year-end. The \$216,224 of current year added value included \$43,365 expended on the Moulton Parkway Water Efficient Median Project, \$67,610 on the El Toro Traffic Synchronization Project, and \$105,249 on the Moulton Parkway Traffic Synchronization Project. Land and Construction in Progress are not depreciated.

Table 4a, Capital Assets at Year-End (Net of Depreciation) is presented on the following page: