



City of Huntington Beach  
Department of Planning & Building  
**TENANT IMPROVEMENT CORRECTION LIST (2007 CBC)**

2000 Main Street, Huntington Beach, CA 92648  
Office: (714) 536 - 5241 Fax: (714) 374 - 1647

**PERMIT #:** \_\_\_\_\_ **ADDRESS:** \_\_\_\_\_  
Date: \_\_\_\_\_ OWNER: \_\_\_\_\_  
**Plan Checker:** \_\_\_\_\_ Contact Person: \_\_\_\_\_  
Plan Checker Tel: \_\_\_\_\_ Contact Tel: \_\_\_\_\_  
Description: \_\_\_\_\_

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**INSTRUCTIONS**

- **Please see corrections on submitted plans. Red marked set must be returned with revised plans.** Plans resubmitted without the red markup set may result in delayed review time and additional plancheck fees.
- Please note that additional corrections may be required following review of the revised plans. Completion of the corrections and/or submittal of revised plans do not presume approval.
- To expedite your project, please provide a written or oral response. Incomplete response may delay approval.
- Appointments need to be made prior to counter checks. Please call the plan checker to schedule an appointment.
- All substantial revisions or additions must be fully clouded with a revision mark.
- Three wet signed sets are required for permit issuance.

**PLEASE ADDRESS ALL CHECKED CORRECTION ITEMS BELOW**

**PART A. APPROVALS**

- Planning Department:** Obtain Planning approval on the final plans prior to issuance of building permit. Call 714-536-5271 for status.
- Public Works Department:** Obtain Public Works approval prior to issuance of building permit. Call 714-536-5431 for status.
  - Clinics, Hospitals and Dialysis Centers:** Submit a letter to Public Works acknowledging that at times they distribute water from MWD that uses Chloramines.
- Fire Department:** Obtain Fire Department approval prior to issuance of building permit. Call 714-536-5411 for status.
- County Health Department:** A food service type of occupancy requires a letter of approval from the County Health Department, which must be submitted before building permit may be issued. Call (714) 433-6000 for their plan check processing requirements.
- Cal/OSHA:** Note on the plans that a Cal/OSHA permit is required for elevators or wheelchair lifts. This may be obtained from the State Division of Occupational Safety & Health – Cal/OSHA Elevator Unit. Call (714) 562-7212.

**PART B. GENERAL**

- The following plans are required for plan review and shall be drawn to scale with sufficient clarity.
  - Site plans: 1/8"=1'-0" or 1"=10'
  - Floor plans: 1/4"=1'-0"
  - Framing plans: 1/4"=1'-0"
  - Details: 1/2"=1'-0"
  - Minimum 3-sets are required for review
  - Minimum size: 11"x17"
  - Provide complete details (including disabled access and structural), notes, and specifications
- Submitted plans and related documents are not complete. Additional reviewing time may be necessary upon re-submittal. Please submit complete plans for review.
- Plans are illegible and/or prints are too light/dark to microfilm. Provide clear legible plans for review.
- The "**Application for Certificate of Occupancy**" should be properly filled out and on file prior to issuance of the building permit.
- Designer wet signature required on all sheets.
- Licensed architect or professional engineer wet stamp and signature required on all sheets and calculations cover page. Designer / Architect / Engineer contact information required on title sheet and calculations cover page.

**PART C. TITLE SHEET**

- Project Info:  Job address  Property Owner's name  Tenant contact information  Number of stories
- Building Info:  Construction type \_\_\_\_\_  Occupancy type \_\_\_\_\_  Occupant Loads  Fire Sprinklered?
- Provide an occupant load analysis using factors in CBC Table 1004.1.1. Include summary by each Occupancy Type with respective floor areas and Occupancy Loads.

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4. The building as shown is a mixed-occupancy building. Provide calculations showing the sums of the ratios of the actual area for each separate occupancy divided by the total allowable area for each separate occupancy does not exceed one.
5. Call out complete scope of work and itemize square footage of new, existing, converted and remodeled areas.
6. Add Note that the applicable Codes are: 2007 CBC, 2007 CPC, 2007 CMC, 2007 CEC, 2007 Energy Code, H.B. Municipal Code
7. \_\_\_\_\_

### PART D. PLOT PLAN

1. Submit fully dimensioned plot plan including:
  - a) Width of front, rear, and side yards. Clear width is measured from property line to building face or edge of floor overhang or edge of overhang of usable space below roof, canopy, porch, or covered walks.
  - b) Location of the tenant space within the building.
2. Show:  Accessible parking stalls  Path-of-Travel within the boundary of the site from public transportation stops, accessible parking and accessible passenger loading zones, and public streets or sidewalks.
3. \_\_\_\_\_

### PART E. TITLE 24

1. T-bar Ceilings: It is not allowed to insulate on T-bar ceilings. (§118(e))
2. \_\_\_\_\_

### PART F. FLOOR PLAN

1. Provide a fully dimensioned floor plan, drawn to scale, showing the size and use of all rooms or areas within the space being improved, modified, altered or converted to a different use/occupancy class.
2. Indicate use of all adjacent suites or spaces. Show any existing area separation walls, occupancy separation walls, shafts or rated corridors. Identify and provide construction details for all new fire rated walls.
3. Safety glazing: Tempered glass in all glass doors and windows in hazardous locations
4. Any room used that is used for an assembly purpose shall have the capacity of the room posted in a conspicuous place on an approved sign near the main exit or exit-access doorway. CBC 1004.3
5. Calculate the maximum occupant load per CBC Table 1004.1.1 for each dining room and for waiting areas and for patio dining area in a restaurant and list it on the floor plan.
6. \_\_\_\_\_

### PART G. FIRE RESISTIVE CONSTRUCTION

1. Note on plans: "*Plans for all fixed fire protection equipment such as standpipes, sprinkler systems and fire alarm systems, must be submitted to Building & Safety and approved by the Fire Department before this equipment is installed*". This requirement may increase the water demand to the site. Therefore, you must contact the Water Engineering Division of Department of Public Works for any questions regarding water supply (714) 536-5921.
2. Clarify all occupancy separation walls within the unit and with the adjacent tenants (where required). Provide rated construction details on the plans.
3. All fire dampered ducts and required access panels must be shown. Listing agency and report number with installation diagram must be shown/copy on the plans. Note on plans that fire damper assemblies, including sleeves, and installation procedures must be at the site for the building inspector's use.
4. \_\_\_\_\_

### PART H. MEANS OF EGRESS

1. Provide a clear and dimensioned Means of Egress system that provides a continuous, unobstructed exit from any occupied point in a building to a public way. (1001.1)
2. Exit through intervening rooms shall comply with CBC Section 1014.2 provisions.
3. Exit doors must swing in the direction of egress when serving an occupant load of 50 or more. (1008.1.2)
4. Plans must specify exit doors are openable from the inside without the use of a key, special knowledge or effort. (1008.1.8)
5. Every required exit doorway must be of a size to permit the installation of a 3'-0" by 6'-8" door. A minimum clear width of 32 inches must be provided. (1008.1.1)
6. Plans must indicate the floor or landing on each side of doors is not more than ½ inch lower than the threshold of the doorway. (1008.1.4)
7. Landings must have a width not less than the width of the stairway, or the width of the door, whichever is greater. Doors in the fully open position must not reduce a required dimension by more than 7 inches. With an occupant load of 50 or more, doors in any position must not reduce the landing dimension to less than half its required width. (1008.1.5)
8. Enclosed exit access "Corridor" shall be enclosed with 1-hr enclosure in non-sprinklerd buildings. CBC Table 1017.1
  - a) Enclosure walls to be one hour fire partitions and doors to be 20 min. rated with automatic closer and self latching hardware.
  - b) Provide a section through rated corridor fire partition (And lid if tunnel corridor)

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- c) Provide a door schedule and specify hardware for each door.
- d) Corridor door(s) # to be 20 minutes rated with smoke and draft protection and automatic closer CBC 715.4.3
- e) Fixed windows in corridor fire partitions to be 1 hr. rated assembly (CBC715.2)
- f) Corridors must have a minimum width of 44 inches (where it serves 50 or more persons) & 36 inches (where it serves less than 50 persons). (1017.2)
9. Except for groups A, B, E, F, M, S, U occupancies located in sprinklered buildings, walls and ceilings of corridors must be of one-hour fire-resistive construction. Provide architectural section through the corridor to show how this is accomplished. (1017)
10. Except when only one exit is required provide exit signs complying with Sections 1011 for the exit sign graphics, illumination and power source.
11. Multiple means of egress (including stairs) shall be sized such that the loss of any one means of egress shall not reduce the available capacity to less than 50 percent of the required capacity. (1005.1)
12. Limit dead ends in hallways/corridors to not more than 20' (50' in sprinklered buildings) when more than one exit access is required. (1017.3)
13. All occupants shall have access to two exits from the floor. CBC Tables 1019.1 Exceptions:
  - a) Single story building with maximum occupant load of 49 and less than 75 ft travel distance to exit. CBC Table 1019.2
  - b) Two story building with maximum occupant load of 30 occupants per floor and maximum travel distance of 75 ft to exit. CBC Table 1019.2
14. Two exit access doors are required from an office tenant space when the occupant load exceeds 49.
15. Exit access doorways and exits from floor shall be separated by a distance equal to or greater than 1/2 the diagonal of the suite or floor respectively in non-sprinklered building CBC 1015.2.1. The minimum separation between required exit access doors or exits shall be equal or greater than 1/3 of the diagonal of the space or floor it serves in sprinklered buildings. (CBC 1015.2.1 Exp. 2)
16. When more than one exit or exit access doorway is required, exit access shall be arranged such that there is no dead end in a corridor exceeding 20 ft. (50 ft in sprinklered building). CBC1017.3
17. Maximum common path of travel distance which the occupants are required to traverse before two separate and distinct path of egress travel to two exits are available shall not exceed:
  - a) 100 ft, when the occupant load is 30 or less. CBC1015.1(2)
  - b) 75 ft, when the occupant load exceeds 30. CBC 1015.1(2)
18. For B occupancy, the maximum travel distance to at least one exit shall be:
  - a) 200 ft. in non-sprinklered building
  - b) 300 ft. in sprinklered building
19. No point in the building shall exceed the distances in Table 1016.1 from an exterior exit, horizontal exit, enclosed stairway, exit passageway, exterior exit stair or ramp measured along the path of travel. The travel distance shall include travel within unenclosed stairways. (1016.1) Note: Travel distance and common path of egress travel each share the same starting point.
20. Means of egress lighting:
  - a) Provide means of egress lighting with emergency power back-up supply. CBC 1006.3
  - b) Show location of exit signs when two exits are required. Specify an alternate power source. CBC 1011.1 & 1011.5.3
  - c) Provide low level exit signs and exit path marking in corridors serving assembly occupancy and in hotels. Sign to be 6 to 8 inches above the floor and 4 inches from the door frame. CBC1011.6 & 1011.7
21. \_\_\_\_\_

### PART I. PARTITIONS

1. Identify and differentiate existing walls to be removed, existing walls to remain, new walls, bearing walls, non-bearing partitions and rated walls.
2. Provide complete interior partition wall details. Include the gauge, ICBO approval numbers (for metal frame partitions), and all top and bottom attachment details.
3. Provide a hard nonabsorbent floor and wall surface such as, concrete, ceramic tile, etc., in all bathrooms. (1210)
4. \_\_\_\_\_

### PART J. DISABLED-ACCESS PROVISIONS

1. In existing buildings a primary entrance to the building or facility and the primary path of travel to the specific area of alteration (including structural repair or addition), sanitary facilities, signs, etc., serving the area of alteration shall be made accessible for the disabled (1134B.2.1). Complete details shall be provided on plans.
2. When the total construction cost of alterations of the tenant space over the last three years (including the proposed remodel under this application) does not exceed a valuation threshold of \$120,000, access path of travel improvements and sanitary facilities, etc. need only be provided to the extent that their cost is at least 20% of the total cost of construction cost (CBC Section 1134B.2.1, Exception 1). A Completed "**Unreasonable Hardship Finding**" shall be provided. Detailed documentation of the cost of the project and each access feature to be upgraded must be attached.
3. The following features and facilities shall comply with all applicable provisions of Chapter 11B:
  - Show an accessible route of travel from the disabled parking space, or public way, whichever is the primary method of arrival, to an accessible primary entrance of the building.

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- A primary entrance into the building, a path of travel from the accessible building entrance to the area(s) of remodel (including an elevator), and a path of travel to sanitary facilities, public telephones and drinking fountains serving the area of remodel.
- Show all access features such as existing/new ramps, steps, gates, doors, etc. along the designated accessible route of travel. Identify all steps at door landings and where applicable identify sloping door landings.
- 4. Show detailed information, including dimensions, on existing handicap parking, ramps, and toilet facilities, to verify conformance with the current requirements.
- 5. Loading/unloading strips shall be on the "passenger" side.
- 6. The words "**NO PARKING**" shall be painted on the ground within each 5' or 8' loading and unloading access aisle in white letters no less than 12" high.
- 7. Callout the required minimum aisle widths and doorway strike-edge dimensions per red markups.
- 8. Entrances, exits and paths of travel – entrances, limit threshold = 1/2" max.; level area 60" in direction of door swing, 48" opposite door swing, 24"(exterior)/18"(interior) jamb clearance; bottom 10" of door to be smooth, uninterrupted surface, etc.
- 9. The maximum effort to operate doors shall not exceed 5 pounds for both the exterior and interior doors.
- 10. The clearance from the sidewall in the bathroom to the centerline of the w/c shall be 1'-6" absolute.
- 11. Dimension on the plans – minimum aisle width of 36" (44" if serving both sides).
- 12. For accessible check-stands (i.e. 36" aisle, adjoining counter height = 38" maximum, top of counter lip = 40" maximum, etc.).
- 13. For accessible fitting and dressing rooms (i.e. one in each cluster, entry doors, mirrors, clothing hooks, benches, etc.).
- 14. For counters and tables (i.e. knee space (27" high, 30" wide and 19" deep), tops of tables & counters = 28" to 34" and 36" long, etc.).
- 15. Entrance sign: Provide a minimum of one International Symbol of Accessibility at all accessible building entrances.
- 16. Tactile exit signs shall be provided at the following locations:
  - Primary entrances and directional signs on the accessible route and path of travel.
  - Each grade level exterior door shall be identified by a tactile exit with the word "EXIT".
  - Each exit access door from an interior room or area to a corridor or hallway that is required to have a visual exit sign, shall be identified by a tactile exit sign with the words: "EXIT ROUTE".
  - Each exit door that leads directly to a grade-level exterior exit by means of a stairway or ramp shall be identified by a tactile exit sign with words as appropriate.
- 17. \_\_\_\_\_

**PART K. MISCELLANEOUS**

- 1. Add the following notes:
  - Modified fire sprinkler plans and fire-life-safety plans shall be submitted for review, approval and permit issuance.*
  - No framing or T-bar approvals will be granted without the Fire Department approval for the fire sprinklers.*
  - Exit doors and grilles shall be openable from within without the use of a key or any special knowledge or effort when the space is occupied.*
  - Lighting and mechanical fixtures must be supported by additional independent No. 12 gage wires attached to each corner of fixture.*
  - Existing site, accessible parking stalls, restrooms, etc. shall fully comply with T-24; and subject to field verification & approval.*
- 2. \_\_\_\_\_

**PART L. STRUCTURAL**

- 1. Exit facilities must be designed for 100 psf live load.
- 2. \_\_\_\_\_

**PART M. ADDITIONAL CORRECTIONS**

- 1. For additional comments, see red markup corrections on the submitted set.
- 2. Additional corrections may follow once revised/corrected plans are resubmitted for review.

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