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|  | <b>CITY OF OCEANSIDE</b><br>Building Division<br>300 N Coast Highway<br>Oceanside, CA 92054<br>760-435-3950<br><a href="http://www.ci.oceanside.ca.us">www.ci.oceanside.ca.us</a> | I.B. 135                                       |
|   |   | 2022 California Residential Code               |
|   |   | 1/1/2023 - 12/31/2025<br><i>Effective Date</i> |

# Permitting Construction Built without Permits

## Informational Bulletin

**The purpose of this bulletin is to establish procedure for permitting construction work built without approved building permits and building inspections.**

Our California construction codes specify that work such as framing, plumbing, electrical and HVAC be left open for the required visual inspection and not concealed prior to approval by a city inspector.

In the event a permit is being applied for after concealing materials such as concrete, drywall siding or roofing has been installed, the owner shall prepare plans and then prepare the site as follows:

1. Preliminarily check with our Planning Division to allow the project to be built in compliance with zoning regulations such as setback and height restrictions and permitted uses.
2. Provide a building permit application and plan check submittal that clearly identifies the scope of work as **“Submitting plans for unpermitted construction as proposed new work”** and the project must be in compliance with the current adopted construction codes. State on the application and plans if there is a code enforcement case and if so, provide the CE#. An investigative fee will be applied that equals the permit fee, resulting in double fees.
3. At the time of permit application and plan check submittal, have a licensed design professional provide a narrative (in addition to the plan) that outlines exactly how the project has been examined by an engineer using advanced technologies or destructive verification procedures such as footing x-rays, opening floors, walls, ceilings etc. The narrative shall list the work areas as compliant or needing modification.
4. Specialty trades such as electrical, plumbing, HVAC, stucco and roofing shall have a contractor of record and must provide a similar letter as outlined in item #3 above, at the time of plan submittal **or** the scope of work on the plans must include **“Wall, floor and ceiling finishings shall be removed for city inspections prior to calling for inspection.”**

After obtaining a permit and approved plans, the owner may choose either of the two following verification options:

Option #1 Call for an inspection by the Building Division inspector and be prepared to open any and all concealed construction items needed to verify compliance with the approved plans and current construction codes. This inspection will require the licensed design professional to be present and will likely require a contractor to open concealed areas for an examination. All the new work shall be inspected and approved by a City of Oceanside inspector prior to concealment. Additional hourly fees may be assessed for reinspections.

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Option #2 Provide certification report(s) for all as-built construction hidden from view or inaccessible to the Chief Building Official seven calendar days in advance of scheduling a building inspection.

- ✓ Each report shall indicate the names, addresses and license numbers of the certifying parties that have visited the job site and list date(s) of job-site visit(s).
- ✓ Each report shall include a statement confirming the as-built construction complies with the code(s) applicable to the project and matches the construction detailed on the submitted building plans.
- ✓ Each report shall include test results, photos, and other evidence supporting certification.
- ✓ Report(s) addressing structural/life-safety elements shall be produced, signed, and stamped by California-licensed Civil Engineer, Structural Engineer, or Architect.
- ✓ Report(s) addressing electrical, plumbing and mechanical elements shall be produced, signed, and stamped by California-licensed Engineer and California-licensed contractor of record and of the correct classification whose name and license number is specified in the certification report.