

# WOOD FRAME SOFT-STORY BUILDING RETROFIT PROGRAM

City of Los Angeles  
Department of Building and Safety



# WOOD FRAME SOFT STORY BUILDINGS

- Wood frame buildings with the following criteria:
  - Built before 1980
  - Consists of 2 or more stories
  - Residential with 4 or more units and/or commercial

# TUCK-UNDER PARKING



# GARAGE DOORS/STEEL GATES CONSIDERED AS OPENINGS

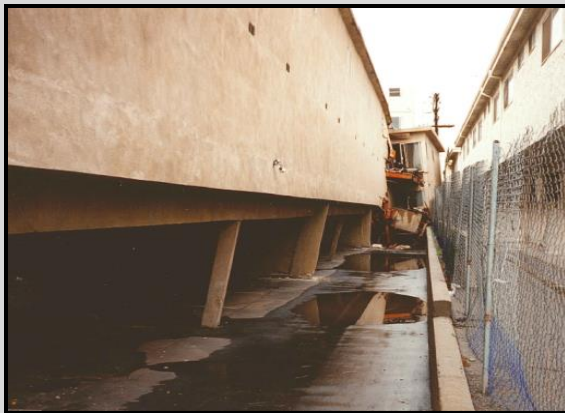
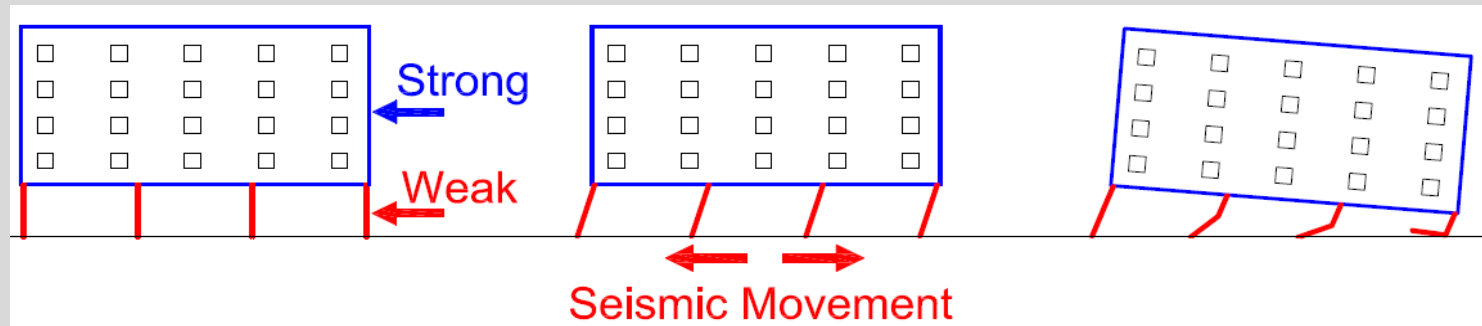


# COMMERCIAL STORE FRONT



# WHY RETROFIT?

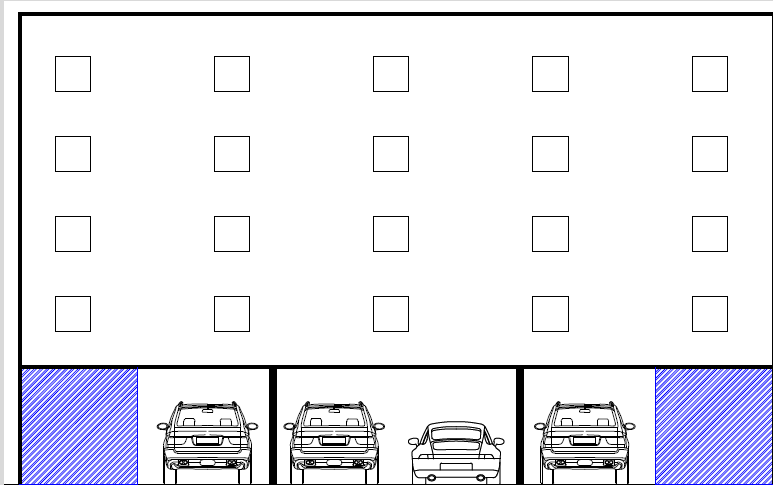
Without proper strengthening, the soft-story floor becomes weak and may suffer structural damage or complete failure during and/or after an earthquake.



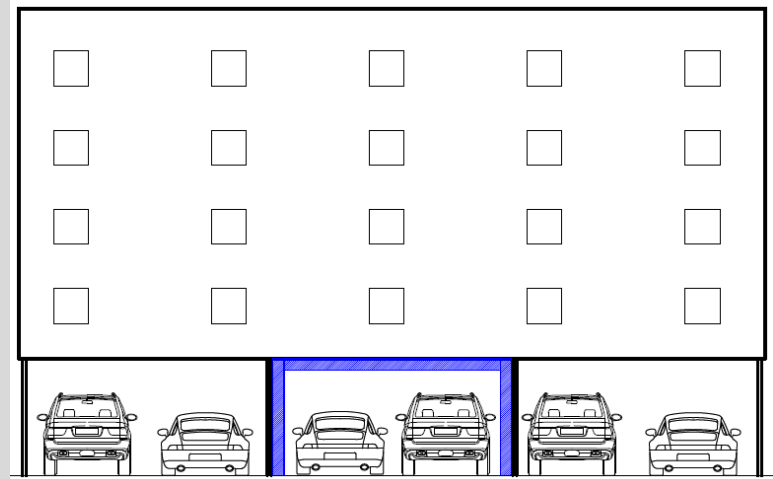


# SOLUTION!

## ELIMINATE SOFT, WEAK, OR OPEN WALL LINE



**SHEAR WALLS**

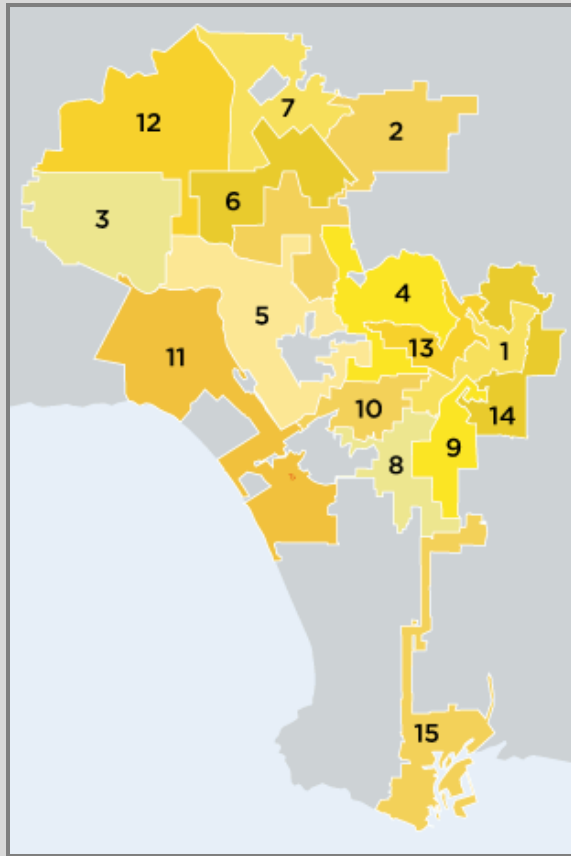


**MOMENT FRAME**

**Concrete walls or masonry walls are prohibited.**

# STEP 1

# COMPILE A LIST OF WOOD FRAME BUILDINGS BUILT BEFORE 1980



Obtain information from:

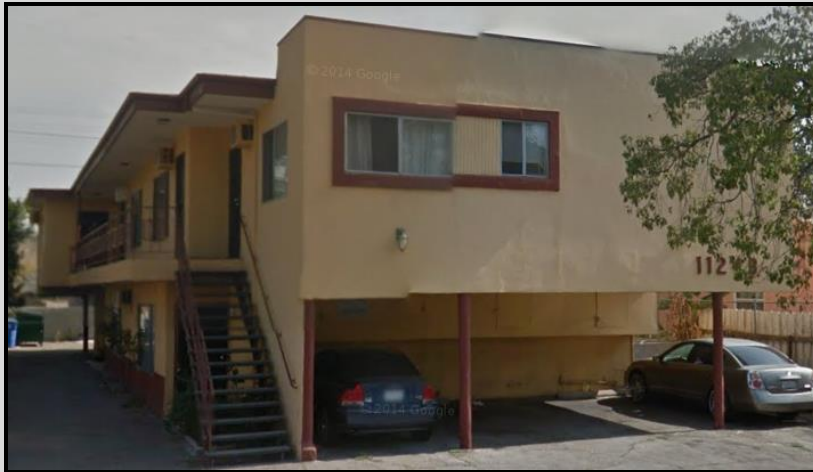
- Housing Department
- Tax Assessors
- Building Records

Address	Zip Code	Structures of Interest	Story Count	First Floor Use	First Floor Lateral System	Front	Back	Left	Right	Cantilevered Building more than 25 ft.	EST LEVEL CONC RETE SLAB /	How Shear Wall < 4ft.	Comments/Description	Possible Soft Story (Y/N)
2541 W CHANDLER BLVD	91607		2	Tuck Under Parking	Wood Shear Wall	0%	90%	10%	40%					Y
2535 W CHANDLER BLVD	91607		2	Tuck Under Parking	Wood Shear Wall	0%	90%	10%	40%					Y
2531 W CHANDLER BLVD	91607		2	Tuck Under Parking	Wood Shear Wall	0%	90%	10%	40%					Y
233 N WHITSETT AVE	91607		3	Tuck Under Parking	Wood Shear Wall	10%	?	90%	?	JALONIES				Y
2159 W MAGNOLIA BLVD	91607		2	Tuck Under Parking	Wood Shear Wall	10%	80%	?	50%				CAN NOT SEE IN COURT	Y
216 N CORTEEN PL	91607		2	Tuck Under Parking	Wood Shear Wall	10%	90%	?	0%				CAN NOT SEE IN COURT	Y
801 N CORTEEN PL	91607		2	Living Space	Wood Shear Wall	?	10%	?	?	REAR		Y		Y
2345 W MAGNOLIA BLVD	91607		2	Tuck Under Parking	Wood Shear Wall	0%	90%	?	20%	JALONIES			PARKING, STAIRS & BALCON	Y
1922 W BURBANK BLVD	91607		2	Tuck Under Parking	Wood Shear Wall	20%	90%	?	30%				PARKING, STAIRS & BALCON	Y
1936 W BURBANK BLVD	91607		2	Tuck Under Parking	Wood Shear Wall	0%	10%	?	90%	JALONIES			PARKING, STAIRS & BALCON	Y
1940 W BURBANK BLVD	91607		2	Tuck Under Parking	Wood Shear Wall	20%	90%	?	?	REAR				Y
1936 W WEDDINGTON ST	91607		2	Tuck Under Parking	Wood Shear Wall	40%	90%	?	?	LEFT SIDE			PARKING, STAIRS & BALCON	Y
1839 W MAGNOLIA BLVD	91607		2	Tuck Under Parking	Wood Shear Wall	20%	90%	?	50%					Y
1860 W CHANDLER BLVD	91607		2	Tuck Under Parking	Wood Shear Wall	10%	90%	20%	?	LEFT SIDE		Y	CAN NOT SEE IN COURT	Y
809 N AGNES AVE	91607		3	Tuck Under Parking	Wood Shear Wall	50%	90%	?	?				CAN NOT SEE IN COURT	Y
1424 W KILLION ST	91601		2	Tuck Under Parking	Wood Shear Wall	90%	0%	?	?	JALONIES				Y
050 N TUJUNGA AVE	91601		3	Tuck Under Parking	Wood Shear Wall	20%	90%	?	?	JALONIES			PARKING, STAIRS & BALCON	Y
2222 W MAGNOLIA BLVD	91607		2	Living Space	Wood Shear Wall	10%	?	?	?				NEEDS INSPECTION	?
2331 W RIVERSIDE DR	91607		2	Tuck Under Parking	Wood Shear Wall	10%	?	?	?	LEFT SIDE		Y		Y
2360 W RIVERSIDE DR	91607		2	Tuck Under Parking	Wood Shear Wall	10%	20%	50%	0%	T & BALCONIES				Y
041 N WHITSETT AVE	91607		2	Tuck Under Parking	Wood Shear Wall	90%	?	30%	?				PARKING, STAIRS & BALCON	Y
2729 W MOORPARK ST	91604		2	Tuck Under Parking	Wood Shear Wall	?	?	?	?	JALONIES			NEEDS INSPECTION	?
821 N COLFAX AVE	91604		2	Tuck Under Parking	Wood Shear Wall	10%	90%	?	?	REAR			CAN NOT SEE IN COURT	Y
264 N LAUREL CANYON BLVD	91604		2	Tuck Under Parking	Wood Shear Wall	0%	90%	20%	?	JALONIES			CAN NOT SEE IN COURT	Y
945 W BLONFIELD ST	91604		?	Tuck Under Parking	Wood Shear Wall	0%	?	?	?					?



## STEP 2

# USE GOOGLE MAPS TO PERFORM ONLINE SURVEY



ADDRESS	11245 WARD ST	
ZIP CODE	91601	
YEAR BUILT	1963	
UNIT COUNT	8	
STORY COUNT	2	
OPENING SIZE RATIO OF FIRST FLOOR VS FLOORS ABOVE (%)	FRONT	100
	BACK	90
	LEFT	30
	RIGHT	40
CANTILEVERED	Yes	
COMMENTS/DESCRIPTION	Tuck Under Parking	
POSSIBLE SOFT STORY	Yes	

**30,000** surveyed


**6,000** classified as “No”

**24,000** classified as “Possible”

## STEP 3

# CONDUCT SITE VISIT EVALUATION

**24,000** buildings classified as “Possible soft-story” were evaluated and surveyed.

 **Soft-Story Evaluation Form** DRAFT

**Inspection:**  
Inspector ID: \_\_\_\_\_ Inspection date: \_\_\_\_\_  
Picture No.: \_\_\_\_\_ Inspection start time: \_\_\_\_\_  AM  PM

**Building Description:**  
Building of Interest: \_\_\_\_\_  Corner Lot  
Address: \_\_\_\_\_  
AKA Address: \_\_\_\_\_  
Zip Code: \_\_\_\_\_ Council District #: \_\_\_\_\_ Year Built: \_\_\_\_\_  
Neighborhood: \_\_\_\_\_  
Number of Residential Units  $\geq$  than 4: \_\_\_\_\_ (Y/N)  
Number of stories above ground: \_\_\_\_\_ below ground: \_\_\_\_\_  
First Floor Use: \_\_\_\_\_

**Type of Construction:**  Concrete Podium  
 Wood Frame  Concrete Shear Wall  
 Steel Frame  Unreinforced masonry  
 Tilt-Up Concrete  Reinforced masonry  
 Concrete Frame  Other: \_\_\_\_\_

**Primary Occupancy:**  
 Dwelling  Commercial  Government  
 Other residential  Offices  Historic  
 Public Assembly  Industrial  School  
 Emergency Services  Other: \_\_\_\_\_

**Soft Story Determination:**  
Opening Size Ratio of First Floor VS Floors Above (%):  
Front: \_\_\_\_\_ Back: \_\_\_\_\_ Left: \_\_\_\_\_ Right: \_\_\_\_\_  
Cantilevered (> than 4 feet): \_\_\_\_\_ (Y/N) Comments/Description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Possible Weak Story:  (Y/N/?) \*\*\*If (?), explain above in Comments/Description\*\*\*

# SURVEY POSSIBLE SOFT-STORY BUILDINGS

Possible Soft Story: YES

## Building Description

Type of Construction: Wood Frame  
 Building of Interest:  
 AKA Address:  
 Year Built: 1926      Zip Code: 90038  
 Neighborhood:      Council District: 13  
 No. of Building on Property:  
 No. of Res Units Greater Than 4: YES  
 No. of Stories: 3      Unit Count (LAHCID): 5  
 Primary Occupancy: Dwelling  
 First Floor Use: Living Space, Parking

## Soft Story Determination

Opening Size Ratio of First Floor Vs Floors Above (%):  
 Front: 10      Back: 100  
 Left: 40      Right: 30  
 Cantilevered (> than 4 feet): YES  
 Comments/Description: Staircase Balcony, Tuck Under Parking, TUP @ left-rear, cantilever 6' @ rear-left

## Sustainability Determination

Landscaping (> than 15%): NO      Turf Grass (> than 15%): N  
 Status of Exterior Lights: Off  
 Type of Light Bulbs: Incandescent, CFL

## Inspection

Inspector's Name: D. FEILER      Inspection Date: 11/19/2014  
 Inspection Type:

Log No: 10710      PIN: 144B189 1031  
 BAS Address No: 735633      Census Tract #: 1917.10  
 BAS Parcel No: 218032      State Assembly District No:



Possible Soft Story: No

**Building Description**

Type of Construction:	Wood Frame	Condo:	No
AKA Address:		Zip Code:	90057
Building of Interest:		Council District:	13
Year Built:	1954	Street Unit:	
Neighborhood:		AKA Street Unit:	
No. of Building on Property:		Unit Count (LAHCID):	6
No. of Res Units Greater Than 4:	Yes		
No. of Stories:	2		
Primary Occupancy:	Dwelling		
First Floor Use:	Living Space		

**Soft Story Determination**

Opening Size Ratio of First Floor Vs Floors Above (%):

Front:	10	Back:	0
Left:	10	Right:	0
Cantilevered (>than 4 feet):	No		
Comments/Description:			

**Sustainability Determination**

Landscaping (> than 15%):	Yes	Turf Grass (> than 15%):	No
Status of Exterior Lights:	Off		
Type of Light Bulbs:	LED		

**Inspection**

Inspector's Name:	C. MORENO	Inspection Date:	11/20/2014
Inspection Type:			

Log No:	14583	PIN	136-5A203 184
BAS Address No:	665767	Census Tract #:	2085.02
BAS Parcel No:	277200	State Assembly District No:	





Possible Soft Story: YES

**Building Description**

Type of Construction: Wood Frame  
Building of Interest:  
AKA Address:  
Year Built: 1964 Zip Code: 90039  
Neighborhood: Council District: 13  
No. of Building on Property:  
No. of Res Units Greater Than 4: YES  
No. of Stories: 2 Unit Count (LAHCID): 6  
Primary Occupancy: Dwelling  
First Floor Use: Living Space, Parking

**Soft Story Determination**

Opening Size Ratio of First Floor Vs Floors Above (%):

Front: 15 Back: 70  
Left: 40 Right: 40  
Cantilevered (>than 4 feet): YES  
Comments/Description: Tuck Under Parking, TUP @ rear & right

**Sustainability Determination**

Landscaping (> than 15%): NO Turf Grass (> than 15%): N  
Status of Exterior Lights: Off  
Type of Light Bulbs: Incandescent

**Inspection**

Inspector's Name: G. ZUBER Inspection Date: 11/22/2014  
Inspection Type:

Log No: 3773 PIN 153B209 492  
BAS Address No: 803321 Census Tract #: 1871.01  
BAS Parcel No: 167410 State Assembly District No:



## STEP 4

# COMPLIE FINAL LIST OF SOFT-STORY WOOD BUILDINGS

- There are **13,500** currently identified as wood soft-story buildings in the City of Los Angeles
- **78%** are 2 stories or more
- **22%** are 3 stories or more
- **99%** are apartments/condos



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DEPARTMENT OF BUILDING AND SAFETY  
WOOD SOFT STORY BUILDING INVENTORY

Page 1 of 397  
August 24, 2015

Number of Buildings = 13,472

CD	Address	ZIP	APN	# of Stories
1	1620 W 11TH PL	90015	5137019025	2
1	1663 W 11TH PL	90015	5137019018	2
1	1863 W 11TH PL	90006	5136020002	2
1	1652 W 12TH ST	90015	5137028001	2
1	2380 W 12TH ST	90006	5076017001	3
1	2692 W 12TH ST	90006	5078033022	2
1	2772 W 12TH ST	90006	5078035026	2
1	2220 W 14TH ST	90006	5056004013	2
1	2205 W 15TH ST	90006	5056006006	2
1	2214 W 15TH ST	90006	5056006007	2
1	2241 W 15TH ST	90006	5056005020	3
1	2255 W 15TH ST	90006	5056005022	2
1	1035 W 17TH ST	90015	5135024006	2
1	1044 W 17TH ST	90015	5135025010	2
1	1112 W 18TH ST	90015	5135015016	2
1	1116 W 18TH ST	90015	5135015015	2
1	1423 W 20TH ST	90007	5056026020	2
1	1750 W 20TH ST	90007	5075039032	2
1	1858 W 20TH ST	90007	5075030005	2
1	1862 W 20TH ST	90007	5075030006	2
1	625 W 21ST ST	90007	5124015004	2
1	635 W 23RD ST	90007	5124032003	2
1	850 W 23RD ST	90007	5124023001	2
1	1023 W 23RD ST	90007	5124006007	2
1	1025 W 23RD ST	90007	5124006006	2
1	1008 W 24TH ST	90007	5124008021	3
1	1016 W 24TH ST	90007	5124008020	3
1	1024 W 24TH ST	90007	5124008018	3
1	1814 W 4TH ST	90057	5154023011	2
1	1817 W 4TH ST	90057	5154022001	2
1	1818 W 4TH ST	90057	5154023010	2
1	2503 W 4TH ST	90057	5155032001	2
1	1135 W 7TH ST	90017	5143021016	2
1	825 W ADAMS BLVD	90007	5124024009	3



## STEP 5

# ESTABLISH RETROFIT CRITERIA

Strengthen soft, weak or open wall line **ONLY** :

- The Design Base Shear
  - 75% of current requirement under ASCE 7
- Story Drift Limitations
  - Not to exceed 0.025 times the story height

## Exception

Buildings greater than 2 stories with horizontal structural irregularities shall meet the additional requirements under ASCE 7, for the entire story with weak or open wall lines.

# STEP 6

# ESTABLISH ORDINANCE

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ATTORNEY WORK PRODUCT  
PRIVILEGED AND CONFIDENTIAL

**MANDATORY EARTHQUAKE HAZARD REDUCTION IN EXISTING WOOD  
FRAME BUILDINGS WITH SOFT, WEAK OR OPEN-FRONT WALLS**  
Ordinance No. \_\_\_\_\_, Effective \_\_\_\_\_

## I. PURPOSE

The purpose of this division is to promote public welfare and safety by reducing the risk of death or injury that may result from the effects of earthquakes on existing wood-frame multi-unit buildings with soft, weak or open front walls. In the Northridge Earthquake, many multi-story wood-frame buildings with tuck-under parking performed poorly and collapsed, causing the loss of human life, personal injury, and property damage. It has been determined that the structural vulnerability of this building type is typically due to soft, weak, or open front walls. This division creates minimum standards to mitigate hazards from these deficiencies. Adherence to these minimum standards will improve the performance of these buildings, but will not necessarily prevent the loss of life, injury, or all earthquake-related damage.

This division shall not require existing electrical, plumbing, mechanical or fire-safety systems to be altered unless they constitute a hazard to life or property. Nor shall this division require compliance for any other violations under Los Angeles Municipal Code unless they constitute a hazard to life or property. Notwithstanding the scope of this division, its provisions shall not be interpreted to waive any limitations or requirements imposed by other statutes or ordinances of the state or City.

Unless expressly stated herein, this division shall not amend, repeal, or supersede provisions of the Los Angeles Municipal Code. When the requirements of this division are not identical to or are in conflict with the requirements of any other part of the Los Angeles Municipal Code, the most restrictive requirement prescribing greater safety to person, property, or public welfare shall prevail.

## II. SCOPE

The provisions of this division shall apply to all existing buildings of wood-frame construction, or wood-frame portions thereof, where:

1. A permit for construction of a new building was applied for before January 1, 1978, or, if no permit can be located, the structure is determined by the Department to have been built before January 1, 1980; and

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ATTORNEY WORK PRODUCT  
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2. The ground floor portion of the structure contains parking or other similar open floor space that causes soft, weak or open-front wall lines, and there exists one or more stories above.

**EXCEPTION:** This division shall not apply to any building containing 3 dwelling units or less if the building is used solely for residential purposes.

## III. DEFINITIONS

In addition to the definitions in Division 2 of this Code, the following definitions shall apply for the purposes of this division:

**CRIPPLE WALL** is a wood-framed stud wall extending from the top of the foundation wall to the underside of the lowest floor framing of the building.

**DWELLING UNIT** shall include any individual residential unit within either an R-1 or R-2 occupancy building, including a mixed-occupancy building when part of it is either an R-1 or R-2 occupancy. A dwelling unit shall include the area of a building that is occupied as a dwelling unit, whether the building is approved or unapproved for residential use.

**GROUND FLOOR** is any floor within the wood frame portion of a building whose elevation is immediately accessible from an adjacent grade by vehicles or pedestrians. The ground floor portion of the structure does not include any floor that is completely below adjacent grades.

**OPEN-FRONT WALL LINE** is an exterior wall line, without vertical elements of the lateral force-resisting system, which requires tributary seismic forces to be resisted by diaphragm rotation or excessive cantilever beyond parallel lines of shear walls. Diaphragms that cantilever more than 25 percent of the distance between lines of lateral force resisting elements from which the diaphragm cantilevers shall be considered excessive. Exterior exit balconies of six feet or less in width shall not be considered excessive cantilevers.

**QUALIFIED HISTORICAL BUILDING** is any building designated or currently in the process of being designated as a "qualified historical building" as defined in Part 8, Title 24 of the California Code of Regulations.

**RETROFIT** is an improvement of the lateral force-resisting system by alteration of existing structural elements or addition of new structural elements.

## STEP 7

# NOTIFY BUILDING OWNERS

- Where to obtain help
- Ordinance description
- Timeline for compliance
- Webpage for guidance

CITY OF LOS ANGELES  
CALIFORNIA

DEPARTMENT OF BUILDING AND SAFETY  
COMMISSIONERS  
VAN AMBATIELOS  
PRESIDENT  
E. FELICIA BRANNON  
VICE PRESIDENT  
JOSELYN GEGAR-ROSENTHAL  
GEORGE HOWASJIMIAN  
JAVIER NUNEZ

DEPARTMENT OF BUILDING AND SAFETY  
300 NORTH GULFSTREAM STREET  
LOS ANGELES, CA 90012  
RAYMOND S. CHAN, C.E., S.E.  
GENERAL MANAGER  
FRANK BUSH  
EXECUTIVE DIRECTOR

ERIC GARCETTI  
MAYOR

DATE:  
NAME:  
ADDRESS:  
CITY ZIP  
PHONE #

ORDER#  
APN#

**NOTIFICATION**

ADDRESS:

This notice is to inform you that the Department of Building and Safety has determined that the building(s) at address meets the criteria for mandatory compliance with seismic retrofit Ordinance # \_\_\_\_\_ (Mandatory Earthquake Hazard Reduction in Existing Wood Frame Buildings with Soft, Weak or Open Front Walls), otherwise known as the Soft-Story Retrofit Program.

This Ordinance shall apply to all existing commercial and residential buildings having all of the following:

- Wood frame construction with two or more stories;
- Built and issued a Certificate of Occupancy before January 1, 1980; and
- Ground floor parking or other similar open floor space that causes soft, weak or open wall lines.


An Order to Comply will be sent out in the near future warranting compliance.  
Please see attached flyer for guidance and information regarding the Soft-Story Retrofit Program.

40883\_88-1 (Rev. 04/2012) AN EQUAL EMPLOYMENT OPPORTUNITY - AFFIRMATIVE ACTION EMPLOYER

## STEP 8

# ISSUE TECHNICAL RETROFIT BULLETIN FOR CONSTRUCTION PROFESSIONALS

- Structural Design
  - Prescriptive
  - Alternative Methods
- Permitting Process
  - Required submittal package

 **LA DBS** INFORMATION BULLETIN / PUBLIC - BUILDING CODE  
DEPARTMENT OF BUILDING AND SAFETY  
REFERENCE NO.:  
DOCUMENT NO.: P/BC 2014-XXX  
Previously Issued As:  
Effective:  
Revised:

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### Soft-Story Retrofit

**I. Purpose**

This information bulletin establishes the requirements and design criteria when retrofitting an earthquake hazard in existing wood frame residential buildings (Type V) with soft, weak or open front walls. These weaknesses usually consist of tuck-under parking or large window/door openings. City of Los Angeles Building Code (LABC) Section 91.93XX covers the retrofit process for wood frame residential buildings.

**II. Scope**

The provisions of this Ordinance shall apply to all existing commercial and residential buildings of wood frame construction, having all the following:

- A. Two or more stories;
- B. Built and issued a Certificate of Occupancy before January 1, 1980; and
- C. Ground floor portion of the wood frame structure contains parking or other similar open floor space that causes soft, weak or open wall lines.

**EXCEPTION:** This Ordinance shall not apply to any building containing three dwelling units or less and used solely for residential purposes.

**III. Terms and Definitions**

**Type V Construction** – Type V construction refers to buildings that are wood framed. It is most commonly used for apartment buildings and single family dwellings.

**Soft-Story** – A Soft-Story occurs when the first floor of a two or more story building has less resistance to earthquake/wind forces than the floors above it. Possible reasons for the first floor to have less resistance/strength are tuck-under parking, significant cantilevers, or storefront windows.

**Soft-Story Retrofit** – Soft-Story Retrofit refers to the strengthening of the story that is soft or weak. This is usually done through the addition of a horizontal force resisting system. (Moment frames, shear walls, braced frames, etc.)

**Tuck-Under Parking** – Large openings in walls for cars to park. The parking is typically tucked under the second floor of the building.

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As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. For efficient handling of information internally and in the internet, conversion to this new format of code related and administrative information bulletins including MOC and RGA that were previously issued will allow flexibility and timely distribution of information to the public.

Page 1 of 5

## STEP 9

# SEND ORDER TO COMPLY

- Compliance requirements
- Compliance timeline
- Appeal procedures

<small>BOARD OF BUILDING AND SAFETY COMMISSIONERS</small>  — VAN AMBATELOS PRESIDENT  E. FELICIA BRANNON VICE PRESIDENT  JOSELYN GEAGA-ROSENTHAL GEORGE HOVAGUIMIAN JAVIER NUNEZ  —	<b>CITY OF LOS ANGELES</b> CALIFORNIA  ERIC GARCETTI MAYOR	<small>DEPARTMENT OF BUILDING AND SAFETY 321 NORTH FIGUEROA STREET LOS ANGELES, CA 90012</small>  — RAYMOND S. CHAN, C.E., S.E. GENERAL MANAGER  FRANK BUSH EXECUTIVE OFFICER  —
<b>ORDER TO COMPLY</b>		
<b>OWNER ADDRESS CITY ZIP PHONE #</b>		<b>CASE #: EFFECTIVE DATE: COMPLIANCE DATE:</b>
<b>SITE ADDRESS: ONSITE INSPECTION DATE:</b>		
<p>An inspection of the site address referenced above and a review of departmental records reveals that the building(s) onsite have been determined by the Department of Building and Safety to be within the scope for mandatory compliance with seismic retrofit Ordinance # [Mandatory Earthquake Hazard Reduction in Existing Wood Frame Buildings with Soft, Weak or Open Front Walls, Division 93 of the Los Angeles Municipal Code (LAMC)].</p> <p>In addition, the building(s) onsite have been recognized with the following priority designation for compliance:</p> <ol style="list-style-type: none"><li>I. Residential buildings with 16 or more dwelling units and/or 3 or more stories</li><li>II. All other buildings</li></ol>		
<p>Therefore, you are hereby ordered to comply with the following requirements.</p> <ol style="list-style-type: none"><li>1. Within 365 days (1 year) of the effective date of this order,<ol style="list-style-type: none"><li>a. Submit proof of seismic retrofit which meets the minimum requirements of this Ordinance, or</li><li>b. Submit a structural analysis and plans to seismically retrofit the building to comply with the minimum requirements of this Ordinance, or</li><li>c. Submit plans for the demolition of the building</li></ol></li><li>2. Within 730 days (2 years) of the effective date of this order, obtain all necessary permits for retrofit or demolition.</li><li>3. Within 1,460 days (4 years) of the effective date of this order, complete construction work under all necessary permits.</li></ol>		
<p><b>NOTE:</b> A CERTIFICATE HAS BEEN FILED WITH THE COUNTY RECORDERS NOTING THAT THE BUILDING(S) IS (ARE) WITHIN THE SCOPE OF THE MANDATORY RETROFIT ORDINANCE. The certificate shall also state that the owner thereof has been ordered to structurally analyze the building(s) and to structurally alter or demolish it (them) when the Department determines the building(s) is (are) not in compliance to the ordinance.</p>		
<small>44295, 55-1 (Rev. 9-22-10) AN EQUAL EMPLOYMENT OPPORTUNITY - AFFIRMATIVE ACTION EMPLOYER Page 1 of 2</small>		

# TIME LIMIT FOR RETROFIT

**1 year**

From the date of the  
Order to Comply

Submit

1. Proof of previous retrofit or,
2. Retrofit Plans and design or,
3. Plans for demolition

**2 years**

From the date of the  
Order to Comply

Obtain permit to  
retrofit or demolish

**4 years**

From the date of the  
Order to Comply

Complete  
Construction



## STEP 10

# MAKE THE PROGRAM COST RECOVERY TO SUPPORT A SPECIAL PLAN CHECK AND INSPECTION TEAM

**13,500** projects at

**\$665** of average plan check and permit fees,

**\$ 9** million total revenue for the 4-year program

**\$2.25** million per year to support  
a special plan check and inspection team

***Cost will be recovered.***

# QUESTIONS AND COMMENTS

For further information, please contact

**Catherine Nuezca Gaba**

Chief of Wood Frame Soft-story Program

**(213) 482-0435** or *Catherine.NuezcaGaba@lacity.org*

