



PURPOSE

The purpose of this procedure is to facilitate the timely, efficient and effective consideration of matters requiring review by the Building Official.

BACKGROUND

The Building Official of the City of Oceanside is designated as the building official as referenced in the technical codes. Section 202 of the Administrative Code (UAC) specifies the powers and duties of the building official.

The building official is charged with enforcing and interpreting the technical codes. In addition, Sections 105 and 106 of the UAC recognize that it is not always practical to construct in strict accordance with the technical codes and provides the option for utilizing code modifications and alternate materials, methods of design and methods of construction:

SECTION 105 - ALTERNATE MATERIALS, METHODS OF DESIGN AND METHODS OF CONSTRUCTION

The provisions of the technical codes are not intended to prevent the use of any material, method of design or method of construction not specifically prescribed by the technical codes, provided an alternate has been approved and its use authorized by the building official.

The building official may approve an alternate, provided the building official finds that the proposed design is satisfactory and complies with the provisions of the technical codes and that the material, method or work offered is, for the purpose intended, at least the equivalent of that prescribed in the technical codes in suitability, strength, effectiveness, fire resistance, durability, safety and sanitation.

The building official shall require that sufficient evidence or proof be submitted to substantiate claims that may be made regarding its use. The details of an action granting approval of an alternate shall be recorded and entered in the files of the code enforcement agency.

SECTION 106 - MODIFICATIONS

Whenever there are practical difficulties involved in carrying out the provisions of the technical codes, the building official may grant modifications for individual cases. The building official shall first find that a special individual reason makes the strict letter of the technical code impractical and the modification is in conformity with the intent and purpose of the technical code, and that such modification does not lessen health, life safety and fire safety requirements or any degree of structural integrity. The details of actions granting modifications shall be recorded and entered in the files of the code enforcement agency.

When code interpretations, modifications, or alternates are necessary or proposed, it is necessary to have a means of responding to these in an efficient and effective manner.

Some matters requiring Building Official review have their own specific procedures and/or processes, e.g. disabled access unreasonable hardship findings and the use of cross-linked polyethylene water piping (PEX). In those cases, the more specific procedure should be used.

When it becomes evident that there may be a need for Building Official review of an issue, the plan reviewer is responsible for providing the applicant with this procedure and the accompanying form. In conjunction with providing these documents, the plan checker should discuss the options available, i.e., an interpretation that the proposed solution substantially complies with the code, a Code Modification per UAC Sec. 106, an Alternate Material or Method per UAC Sec. 105, disabled access unreasonable hardship, etc.

POLICY

It is the policy of the Oceanside Building Division that all requests for Building Official review of interpretations, code modifications, alternate methods, or any other matter necessitating such review, be processed using this procedure.

The plan checker is charged with assuring that the request has been clearly stated and that alternatives have been reviewed and discussed thoroughly prior to forwarding the request to the Building Official.

PROCEDURE

Applicant

The applicant is responsible for clearly stating the code issue that is under consideration and the alternate solution to code compliance that they propose. As noted in the code sections for code modifications and alternate materials and methods, the alternate solution must be equally as safe as the prescriptive code requirement. Thoroughness will assist in the expeditious processing of the request. Supporting documentation from other sources and drawings as necessary to depict the proposal should be attached.

Once the applicant returns the appropriate form, the Permit Technician shall insert the request for a "Building Official Review" into Trakit. The applicant must pay the required fee. Trakit will by design alert the plan checker and the Building Official of the pending review.

Plan Checker

The plan checker will be notified by Trakit that a "Plan Checker Review" is pending for a "Building Official Review". The plan checker shall examine the Building Official Review, make comments, and formulate a recommendation (i.e., approve, approve with modifications, or deny) with supporting comments for the recommended action. These should be discussed with the applicant so that any adjustments that the applicant wishes to make based on plan reviewer input can be done prior to Official review.

Building Official

The Building Official, or Building Service Administrator, will review the request and supporting documentation and render a decision: Approved; Approved with Modifications; Denied.

In the case of denied reviews. The applicant shall have the opportunity to provide additional documentation, revise their request, or appeal the decision.

Appeals of decisions are heard by the Building Board of Appeals (City Council). An applicant wishing to appeal a decision can obtain information and form at the Building Division counter.

Approved and Approved with Modifications decisions will be returned to the plan checker to be scanned into Trakit and maintained as part of the permanent record.



City of Oceanside
Building Division
300 N. Coast Hwy
Oceanside, CA 92054

Request for Building Official Review

Job Address/Project Name

Plan ID No.

Date

Request By (Name)

Affiliation

Phone No.

Signature

Issue – Please briefly but thoroughly describe the issue needing review – include code sections

☐ Additional Sheets Attached

Plan Correction No: (If Applicable)

Plan Correction Date:

Proposed Solution and Justification:

☐ Additional Sheets Attached

Solution Category: ☐ Complies with Code ☐ Code Modification (UAC Sec. 106) ☐ Alternate Material/Method (UAC Sec. 105)

Building Division Use Below This Line

Plan Reviewer Comments:

☐ Additional Sheets Attached

Plan Reviewer Recommendation:

Plan Reviewer Name

Signature

Date

Building Official Finding: ☐ Approved ☐ Approved with Modifications ☐ Denied

Comments:

☐ Additional Sheets Attached

Name

Signature

Date

Request for Building Official Review
Additional Comments – See Reverse Side For Request

Job Address/Project Name

Plan ID No.

Date