



**CITY OF GRASS VALLEY
COMMUNITY DEVELOPMENT AGENCY
BUILDING DEPARTMENT**

125 EAST MAIN ST., GRASS VALLEY, CA 95945
(530) 274 - 4340 FAX (530) 274 - 4399 www.cityofgrassvalley.com

PROJECTS REQUIRING PLANS PREPARED BY A CALIFORNIA-LICENSED ARCHITECT OR ENGINEER

Plans submitted for review shall show in detail how the projects will conform to the codes, ordinances, and regulations enforced by Building & Safety (CBC section 107). For most building projects, **plans shall be prepared by** a California licensed architect or engineer. If plans were prepared by an unlicensed individual, the licensed architect or engineer shall provide a statement on the plans that the plans were prepared under direct supervision of the licensed professional.

Examples include but not limited to:

- New commercial Buildings
- Additions to existing commercial buildings
- Structural alterations (interior or exterior)
- Group A (assembly) occupancies
- Group E (educational) occupancies (DSA)
- Group F (factory and industrial) occupancies
- Group H (hazardous) occupancies
- Group I (institutional) occupancies
- Group L (laboratory)
- Group R, Division 1, 2 or 4 occupancies
- Projects with mixed occupancies or which involve a change of occupancy
- Any Accessibility work other than signage
- Storage racks exceeding 8 feet in height
- Tanks and vessels AST/UST
- Nonstructural components or equipment requiring design per ASCE 7 chapter 13
- Alterations of projects that alter fire related corridors construction, fire barriers or fire walls
- Alterations which changes the means of egress (exit) requirements
- Lateral force resisting systems utilizing poles embedded in the ground
- Any Project not deemed exempt by the Building Official

Each sheet of plans shall include a seal and be wet signed by the architect or engineer that **prepared them**. The title sheet of calculations, specifications and reports shall also include seal and be signed.

Examples of plans which may be prepared by an unlicensed person include:

- Non-structural alterations or improvements within Group B (office), Group M (mercantile) unless changing floor plans or entry system
- Architectural and conventional plans for Group R-3 residential buildings **not more than two-story** in height, designed in accordance with the prescriptive methods of the CRS section R301

Mechanical, electrical, and plumbing plans shall be prepared by a licensed engineer, or by the licensed contractor who will perform the work. The contractor must possess the specialty license in that specific discipline and demonstrate the ability to prepare plans to industry design standards.

Fire Sprinklers plans for commercial and residential buildings shall be prepared by a licensed fire protection engineer, or by the licensed C-16 contractor who will perform the work. And plans are electronic deferred submittal.

Fire alarms/plans for commercial buildings shall be prepared by a licensed C-10 fire alarm professional and plans are electronic deferred submittal.

The plans shall contain the name and contact information of the person responsible for preparing the plans. The plan preparer shall sign and date the plans.

Code References:

Business and Professions Code sections 5537, 5538, 6737, and 6745

California-Building (CBC), -Mechanical (CMC), -Electrical (CEC) and -Plumbing (CPC) codes.

California Residential Code (CRC) & California Green Building Standards and Energy code.

City of Grass Valley Municipal Code

CFC