



QUALITY CONSTRUCTION SERVICES
BAYCITIES
— CONSTRUCTION —

Everything Need to Know About Soft Story

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Bay Cities Construction has been a California licensed contractor for more than 15 years. We pride ourselves as your learning center when considering a major construction project. Bay Cities Construction has published many articles about Soft story retro fitting in Los Angeles and Santa Monica, CA. Los Angeles now has the nation's toughest earthquake safety rules.

Soft story structures designed and approved prior to 1979 are considered weak by current engineering standards. A considerable amount of soft story buildings were constructed between 1960 – 1979.

The property owner must hire an engineer or architect licensed in the state of California to evaluate the strength of the building. The engineer or architect must then develop plans for the building's seismic strengthening in compliance with this program. The owner must notify tenants in writing per HCIDLA regulations.

This e-book has everything you need. This includes the Property Owner's Guide courtesy of Los Angeles Department of Building, the city's ordinances, a planning check list, and an FAQ.



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Getting Started

Soft Story Process



What is the process of doing a Softy Story Retrofit?

- ☐ 1. Create a site plan of buildings on the property.
 - a. This type of plan is considered architectural plans to scale that meet Type V classification. This must include all the buildings on the property, property line boundaries.
 - b. Engineering: a licensed structural engineer will use the site plan to create a structural solution to the weaknesses of the building. The engineer will have detailed all to structural connections and supports that must be built to strengthen the building.
- ☐ 2. Bring the plans to the City Plan Checkers.
 - a. It is important to touch base with the city planners and city engineering once your plans are ready. You will get guidance about what notes and data have to be present in the plans in order to gain city approval.
- ☐ 3. Quote the cost of construction.

- a. You cannot get an accurate cost of construction until you have a full set of plans that detail the repair. If you have questions about the difference between a quote and an estimate please read our blog article about “Quote Vs. Estimate.”



4. Construction Planning

- a. You must give notice to tenants because they will be affected by the construction.
- b. Many time plumbing and electrical infrastructure is affected by the retrofit work because these pipes and conduit run along the ceiling of the carport. Often items they need to be relocated or temporally disconnected.



5. Construction Work

- a. This type of work is very disruptive to the tenants so the faster your contractor finishes the better. A clear construction schedule should be established prior to commencement of construction so that the affected people can plan accordingly.

Do you need a turn-key solution to get your building into compliance?

Bay Cities Construction is a California licensed Contractor. We have a team of engineers and designers that are ready work for you. This is what we offer.

1. Our team will draft your preliminary drawings within 4 weeks.
2. We will represent you with the City of Santa Monica and The City of Los Angeles.
3. We will provide you with a written quote that covers labor and materials for the work.

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Los Angeles Ordinances

184081 & 183893

ORDINANCE NO. 184081

An ordinance amending Subsections 91.9305.2, 91.9309.2 and 91.9309.3 of Article I of Chapter IX of the Los Angeles Municipal Code to adjust time limits to comply with mandatory seismic retrofitting of existing wood-frame buildings with soft, weak or open-front walls; and clarify engineering analysis terms and specifications.

**THE PEOPLE OF THE CITY OF LOS ANGELES
DO ORDAIN AS FOLLOWS:**

Section 1. Subsection 91.9305.2 of Section 91.9305 of Article 1, Chapter IX of the Los Angeles Municipal Code is amended to read as follows:

91.9305.2. Time Limits for Compliance. The owner of a building within the scope of this division shall comply with its requirements within the following time limits:

1. Within two (2) years after service of the order described in Section 91.9306, submit to the Department for review and approval:
 - a. A structural analysis and plans which shall demonstrate the building, as is, meets or exceeds the requirements set forth in Section 91.9309; or
 - b. A structural analysis and plans which shall demonstrate that the proposed structural alteration of the building meets or exceeds the requirements set forth in Section 91.9309; or
 - c. Plans for the demolition of the building.
2. Within three and a half (3.5) years after service of the order, obtain all necessary permits for rehabilitation or demolition.
3. Within seven (7) years after service of the order, complete construction or demolition work under all necessary permits.

Time limits for compliance shall be based on the service date of the original order from the Department. Transfer of title shall not change compliance dates.

Sec. 2. Subsection 91.9309.1 of Section 91.9309 of Article 1, Chapter IX of the Los Angeles Municipal Code is amended to read as follows:

91.9309.2. Design Base Shear and Design Parameters. The design force in a given direction shall be 75% of the design base shear specified in the seismic provision of ASCE 7. The value of response modification coefficient, R, need not be less than 3.5, provided the strengthening systems are not cantilevered column systems and the

strengthened structure will not have vertical structural irregularities of either type 1a, 1b, 5a or 5b listed in ASCE 7, "Vertical Structural Irregularities" Table.

Sec. 3. Subsection 91.9309.1 of Section 91. 9309 of Article 1, Chapter IX of the Los Angeles Municipal Code is amended to read as follows:

91.9309.3. Lateral Vertical Systems. Strengthening systems with concrete walls or masonry walls, or steel braced frames shall not be permitted.

Sec. 4. **Urgency Clause.** The City Council finds that the inevitable occurrence of a major earthquake in the City of Los Angeles poses a current and immediate threat to the public peace, health, and safety. Pre-1978 wood-frame, soft first-story buildings are among the most susceptible to collapse in a major earthquake due to their structural deficiencies. According to a report, *Resilience by Design*, that Dr. Lucy Jones presented to City Council on January 14, 2015, these buildings, if left in their current condition, will very likely suffer extensive property damage and cause substantial physical harm if a major earthquake were to strike. Moreover, damage to these buildings would result in a significant loss of affordable housing units in a rental market where such units are already extremely scarce. This ordinance shall therefore take effect upon publication so that the seismic retrofit of the City's most vulnerable buildings may commence as soon as possible in order to protect building inhabitants and the public at large.


Sec. 5. The City Clerk shall certify to the passage of this ordinance and have it published in accordance with Council policy, either in a daily newspaper circulated in the City of Los Angeles or by posting for ten days in three public places in the City of Los Angeles: one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall; one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall East; and one copy on the bulletin board located at the Temple Street entrance to the Los Angeles County Hall of Records.

I hereby certify that this ordinance was passed by the Council of the City of Los Angeles, **by a vote of not less than three-fourths of all of its** members, at its meeting of FEB 10 2016.

HOLLY L. WOLCOTT, City Clerk

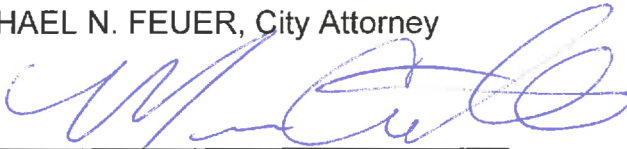
By  Deputy

Approved 12 FEB 2016


Mayor

Approved as to Form and Legality

MICHAEL N. FEUER, City Attorney

By 
MONICA D. CASTILLO
Deputy City Attorney

Date 1/28/16

File No. CF 14-1697-S2

ORDINANCE NO. 183893

An ordinance amending Divisions 93 and 95 of Article I of Chapter IX of the Los Angeles Municipal Code to establish mandatory standards for earthquake hazard reduction in existing wood-frame buildings with soft, weak, or open-front walls and existing non-ductile concrete buildings, and amending Sections 152.02, 152.04, 152.05 and 152.08 of Article 2 of Chapter XV of the Los Angeles Municipal Code to grant authority to the Rental Adjustment Commission to modify Tenant Habitability Program requirements for purposes of implementing seismic retrofit mandates.

**THE PEOPLE OF THE CITY OF LOS ANGELES
DO ORDAIN AS FOLLOWS:**

Section 1. Division 93 of Article 1 of Chapter IX of the Los Angeles Municipal Code is amended in its entirety to read as follows:

ARTICLE 1, DIVISION 93

**MANDATORY EARTHQUAKE HAZARD REDUCTION IN EXISTING WOOD-FRAME
BUILDINGS WITH SOFT, WEAK OR OPEN-FRONT WALLS**

SEC. 91.9301. 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-story 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 during earthquakes and reduce, but not necessarily prevent, the loss of life, injury or earthquake-related damage.

SEC. 91.9302. 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 under building code standards enacted before January 1, 1978; and

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.

EXCEPTIONS: This division shall not apply to any building containing three dwelling units or less if the building is used solely for residential purposes. Moreover, notwithstanding any provision of this Code, compliance with this division shall not require existing electrical, plumbing, mechanical or fire-safety systems to be altered to comply with existing code unless they constitute a hazard to life or property.

SEC. 91.9303. DEFINITIONS.

The following words and phrases, whenever used in this division, shall be construed as defined in this section. Words and phrases not defined here shall be construed as defined in Division 2 of this Code.

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.

SOFT WALL LINE is a wall line, the lateral stiffness of which is less than what is required by story drift limitations or deformation compatibility requirements of this division. In lieu of the engineering analysis required by this division to determine whether a wall line's lateral stiffness is less than the aforementioned story drift limitations or deformation compatibility requirements, a soft wall line may be defined as a wall line in a story where the wall stiffness is less than 70 percent of the stiffness of the exterior wall above for the direction under consideration.

STORY is as defined in this Code, but includes any basement or underfloor space of a building with cripple walls exceeding four feet in height.

STORY STRENGTH is the total strength of all seismic-resisting elements sharing the same story shear in the direction under consideration.

WALL LINE is any length of a wall along a principal axis of the building used to provide resistance to lateral loads.

WEAK WALL LINE is a wall line at the ground floor where the wall strength is less than 80 percent of the strength of the wall above in the direction under consideration.

SEC. 91.9304. PRIORITY DESIGNATIONS.

The Department shall prioritize its enforcement of this division as follows:

- Priority I. Buildings containing 16 or more dwelling units.
- Priority II. Buildings with three stories or more, containing fewer than 16 dwelling units.
- Priority III. Buildings not falling within the definition of Priority I or II.

SEC. 91.9305. COMPLIANCE REQUIREMENTS.

91.9305.1. General. The owner of each building within the scope of this division shall cause a structural analysis to be made of the building by a civil or structural engineer or architect licensed by the state of California, and if the building does not meet the minimum earthquake standards specified in this division, the owner shall cause the building to be structurally altered to conform to such standards or, at the owner's option, cause it to be demolished within the time limits stated in Section 91.9305.2.

91.9305.2. Time Limits for Compliance. The owner of a building within the scope of this division shall comply with its requirements within the following time limits:

1. Within one (1) year after service of the order described in Section 91.9306, submit to the Department for review and approval:

a. A structural analysis and plans which shall demonstrate the building, as is, meets or exceeds the requirements set forth in Section 91.9309; or

b. A structural analysis and plans which shall demonstrate that the proposed structural alteration of the building meets or exceeds the requirements set forth in Section 91.9309; or

c. Plans for the demolition of the building.

2. Within two (2) years after service of the order, obtain all necessary permits for rehabilitation or demolition.

3. Within seven (7) years after service of the order, complete construction or demolition work under all necessary permits.

Time limits for compliance shall be based on the service date of the original order from the Department. Transfer of title shall not change compliance dates.

SEC. 91.9306. ADMINISTRATION.

91.9306.1. Issuance of Order. When the Department determines that a building is within the scope of this division, the Department shall issue an order as described in Section 91.9306.4 to the owner of the building.

91.9306.2. Service of Order. The Department shall serve the order in writing, either personally or by certified or registered mail, upon the owner as shown on the last equalized assessment roll. Service by mail shall be deemed complete at the time of deposit in the post office. Proof of giving notice may be made by an affidavit of an employee of the City that shows service in conformity with this division.

91.9306.3. Failure to Receive Order. Failure of the owner to receive an order shall not relieve the owner of any obligation to comply with this division.

91.9306.4. Contents of Order. The order shall specify that the building has been determined by the Department to be within the scope of this division and, therefore, is required to meet the minimum seismic standards described in Section 91.9309. The order shall specify the priority designation of the building and shall be accompanied by a copy of Section 91.9305, which sets forth the owner's alternatives and time limits for compliance.

91.9306.5. Appeal from Order. The owner of any building subject to this division may appeal the Department's initial determination that the building is within the scope of this division to the Board of Building and Safety Commissioners. Such appeal shall be filed with the Board within 60 days from the service date of the order. Any such appeal shall be decided by the Board no later than 60 days after the date that the appeal is

filed. Such appeal shall be made in writing upon appropriate forms provided by the Department, and the grounds of the appeal shall be stated clearly and concisely. Each appeal shall be accompanied by a filing fee as set forth in Table No. 4-A of Division 4 of Article 8 of Chapter IX of the Los Angeles Municipal Code.

Requests for slight modifications from any other determinations, orders or actions by the Department pursuant to this division shall be made in accordance with the procedures established in Section 98.0403.2 of the Los Angeles Municipal Code.

91.9306.6. Recordation. At the time that the Department serves the order described in this section, the Department shall file with the Office of the County Recorder a certificate stating that the subject building has been determined to be within the scope of this division, and that it has been ordered to be structurally analyzed and structurally altered or demolished (if the owner so decides), pursuant to Section 91.9305.2, if the Department determines that it does not conform to the minimum design standards of this division.

The Department shall file with the Office of the County Recorder a certificate terminating the above recorded status of the subject building if the building is thereafter demolished by owner pursuant to Section 91.9305.2, found not to be within the scope of this division, or is determined to be structurally capable of resisting minimum seismic forces as a result of structural alterations or analysis required by this division.

SEC. 91.9307. OCCUPANT AND TENANT ADVISORY.

91.9307.1. Notification to Tenants and Occupants. When the Department determines that a building falls within the scope of this division, the owner shall advise all current and prospective residential and non-residential tenants, subtenants, lessees, sublessees, or any other person(s) entitled to the use and/or occupancy of the building of such determination. With respect to current and prospective residential tenants, subtenants, lessees, sublessees, or other person(s) entitled to the use and/or occupancy of the building, the property owner shall advise such persons of the Department's determination in a method and written format approved and promulgated by the Los Angeles Housing and Community Investment Department. With respect to current and prospective non-residential tenants, subtenants, lessees, sublessees, or other person(s) entitled to the use and/or occupancy of the building, the owner shall advise such persons of the Department's determination in a method and written format approved and promulgated by the Department.

91.9307.2. Tenant Habitability Plan. If required by the Rent Stabilization Ordinance, the property owner shall be required to submit to the Los Angeles Housing and Community Investment Department a Tenant Habitability Plan pursuant to Article 2, Chapter XV of the Los Angeles Municipal Code (L.A.M.C. Section 152.03B). If, upon review of the Tenant Habitability Plan, it is determined by the Los Angeles Housing and Community Investment Department that work required under this division affects the tenantability of any building or residential unit as defined in California Civil Code Section

1941.1, the owner shall be required to pay relocation benefits pursuant to Article 1, Chapter XV of the Los Angeles Municipal Code (L.A.M.C. Section 151.09G) to any tenant, subtenant, lessee, sublessee, or other person(s) entitled to the use and/or occupancy of the building that is affected by the untenable conditions or displaced from the residential unit. However, the mere undertaking and completion of work performed by the owner pursuant to this division shall not, in and of itself, result in any building or residential unit being deemed untenable or uninhabitable as defined in California Civil Code Section 1941.1.

SEC. 91.9308. HISTORICAL BULDINGS.

Qualified historical buildings shall comply with requirements of the California Historical Building Code established under Part 8, Title 24 of the California Code of Regulations.

SEC. 91.9309. ENGINEERING ANALYSIS.

91.9309.1. Scope of Analysis. This division requires the alteration, repair, replacement or addition of structural elements and their connections to meet the strength and stiffness in conformance with this Code except as modified herein. The lateral-load-path analysis shall include the resisting elements and connections from the wood diaphragm immediately above any soft, weak or open wall lines to the foundation. Stories above the weak wall line shall be considered in the analysis but need not be modified.

91.9309.2. Design Base Shear and Design Parameters. The design force in a given direction shall be 75% of the design base shear specified in the seismic provision of ASCE 7.

91.9309.3. Lateral Vertical Systems. Strengthening systems with concrete walls or masonry walls, or steel braced frames shall be not be permitted.

91.9309.4. Horizontal Structural Irregularities in Buildings with Three or More Stories. Structures with three or more stories having horizontal structural irregularities of either type 2, 3, 4, or 5 listed in ASCE 7, "Horizontal Structural Irregularities" Table, shall be altered to meet the additional requirements of those sections referenced in the table for the entire story with weak or open wall lines.

91.9309.5. Alternate Analysis, Base Shear and Design Parameters. Pursuant to Section 91.104.2.6, the Department may approve alternate design methodologies that improve the whole first story seismic performance that are at least equivalent to those prescribed by this division and that achieve the life safety objectives established by this division.

91.9309.6. Additional Anchorage Requirements for Buildings on Hillside. Where any portion of a building within the scope of this division is constructed on or into a

slope steeper than one unit vertical in three units horizontal (33-percent slope), the lateral-force-resisting system, at and below the base level diaphragm, shall also be analyzed for the effects of concentrated lateral loads caused at the building base from the hillside conditions and comply with the provisions of Chapter 94 of the Los Angeles Building Code.

91.9309.7. Story Drift Limitations. The calculated story drift for each retrofitted story shall not exceed the allowable deformation compatible with all vertical load-resisting elements and 0.025 times the story height. The calculated story drift shall not be reduced by the effects of horizontal diaphragm stiffness, but shall be increased when these effects produce rotation. Drift calculations shall be in accordance with ASCE 7 requirements.

91.9309.8. Pole Structures. The effects of rotation and soil stiffness shall be included in the calculated story drift where lateral loads are resisted by vertical elements whose required depth of embedment is determined by pole formulas. The coefficient of subgrade reaction used in deflection calculations shall be based on an approved geotechnical investigation conducted in accordance with approved geotechnical engineering reports.

91.9309.9. P-Delta Effect. The requirements of the Los Angeles Building Code shall apply, except as modified herein. All structural framing elements and their connections not required by the design to be part of the lateral force resisting system shall be designed and detailed to be adequate to maintain support of design dead plus live loads when subject to the expected deformations caused by seismic forces. The stress analysis of cantilever columns shall use an effective length factor of 2.1 for the direction normal to the axis of the beam.

91.9309.10. Ties, Continuity and Collectors. All parts of the structure included in the scope of analysis shall be interconnected and the connection shall be capable of resisting the seismic force created by the parts being connected as required per the Los Angeles Building Code.

SEC. 91.9310. INFORMATION REQUIRED ON PLANS.

91.9310.1. General. For existing and new construction, the plans and specifications shall be of sufficient clarity to indicate the nature, design methodology, and extent of the proposed work and to show in detail that it will conform to the provisions of this division and the Los Angeles Building Code.

91.9310.2. Engineer's or Architect's Statement. The responsible engineer or architect shall provide the following statements on the approved plans:

1. I am responsible for designing this building's seismic strengthening in compliance with the minimum standards of the Mandatory Earthquake Hazard

Reduction In Existing Wood-Frame Buildings with Soft, Weak or Open-Front Walls (Ordinance No. _____).”

SEC. 91.9311. VIOLATION/PENALTY.

Notwithstanding any other provision of this Code to the contrary, it shall be unlawful for any person, firm or corporation to maintain, use or occupy any building within the scope of this division that fails to meet the minimum earthquake standards specified in this division after receiving an order described in Section 91.9306.

Any person who violates or causes or permits another person to violate this division is guilty of a misdemeanor, and shall be subject to prosecution and/or administrative enforcement under the Los Angeles Municipal Code. For purposes of this paragraph, “any person” includes an owner, lessor, sublessor, manager or person in control of a building subject to this division. This term shall not include any person who is merely a tenant or other individual occupying any dwelling unit, efficiency dwelling unit, guest room or suite in a building. The legal owner of a building is that person, firm, corporation, partnership or other entity whose name or title appears on the record with the Office of the County Recorder, as well as all successors or assignees of these persons.

EXCEPTION: This section shall not apply to any building on which work is proceeding in compliance with the time limits set forth in this division, or in compliance with any extensions of time granted by the Department or the Board; or any action, order or determination made by the Department or the Board in the implementation of this division.

SEC. 91.9312. SEVERABILITY.

If any subsection, sentence, clause or phrase of this article is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction or by reason of any preemptive legislation, such decision or legislation shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have adopted this section, and each and every subsection, sentence, clause and phrase thereof not declared invalid or unconstitutional, without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

Sec. 2. Division 95 of Article 1 of Chapter IX of the Los Angeles Municipal Code is amended in its entirety to read as follows:

ARTICLE 1, DIVISION 95

MANDATORY EARTHQUAKE HAZARD REDUCTION IN EXISTING NON-DUCTILE CONCRETE BUILDINGS

SEC. 91.9501. PURPOSE.

The purpose of this division is to promote the public welfare and safety by reducing the risk of death or injury that may result from the effects of earthquakes on existing concrete buildings. In the Northridge Earthquake, many concrete buildings constructed prior to the 1976 Los Angeles City Building Code provisions performed poorly and collapsed, causing loss of human life, personal injury and property damage. Similar loss of life, injury and property damage occurred in the Great Hanshin Earthquake, Mexico City Earthquake, and Christchurch New Zealand Earthquake due to the outdated building codes in those communities. The poor performance of these older concrete buildings is typically due to deficiencies in the lateral force resisting system (beams, columns and joints) that render the building incapable of sustaining gravity loads when the building is subjected to earthquake-induced lateral displacements. This division creates minimum standards to mitigate hazards from these structural deficiencies. Adherence to these minimum standards will improve the performance of these buildings during earthquakes and reduce, but not necessarily prevent, the loss of life, injury or earthquake-related damage.

SEC. 91.9502. SCOPE.

The provisions of this division shall apply to any existing concrete building built pursuant to a permit application for a new building that was submitted before January 13, 1977, or, if no permit can be located, the structure is determined by the Department to have been built under building code standards enacted before January 13, 1977.

EXCEPTIONS: This division shall not apply to detached single-family dwellings or detached duplexes. Moreover, notwithstanding any provision of this Code, compliance with this division shall not require existing electrical, plumbing, mechanical or fire-safety systems to be altered to comply with existing code unless they constitute a hazard to life or property.

SEC. 91.9503. DEFINITIONS.

The following words and phrases, whenever used in this division, shall be construed as defined in this section. Words and phrases not defined here shall be construed as defined in Division 2 of this Code.

CONCRETE BUILDING is a building having concrete floors and/or roofs, either with or without beams, supported by concrete walls and/or concrete columns, and/or concrete frames with or without masonry infills, or any combination thereof.

DUPLEX is a building containing only two single-family dwelling units.

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.

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.

MASONRY INFILL is the unreinforced or reinforced masonry wall construction within a reinforced concrete frame.

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

SINGLE-FAMILY DWELLING is any building with one dwelling unit which contains living facilities, including provisions for sleeping, eating, cooking and sanitation, as required by this Code.

SEC. 91.9504. COMPLIANCE REQUIREMENTS.

91.9504.1. General. The owner of each building within the scope of this division shall cause a structural analysis to be made of the building by a civil or structural engineer or architect licensed by the state of California, and if the building does not meet the minimum engineering standards specified in this division, the owner shall cause the building to be structurally altered to conform to such standards or, at the owner's option, cause it to be demolished within the time limits stated in Section 91.9504.2.

91.9504.2. Time Limits for Compliance. The owner of a building within the scope of this division shall comply with its requirements by completing the following actions within the time limits stated below:

1. Within three (3) years after service of the order described in Section 91.9505, submit on the form provided by the Department a completed checklist for the Department to review and approve.
2. If the building is determined to be a non-ductile concrete building pursuant to Subdivision (1), within ten (10) years after service of the order,

submit a detailed evaluation of the building documenting whether the building meets or exceeds the requirements set forth in Section 91.9508. The evaluation shall include one of the following:

- (a) Proof that the building was previously retrofitted in conformity with the provisions in either Chapter 85 or former Chapter 95 (Ordinance No. 171,260; No. 179,324; No. 172,592; and No. 182,850) of the Los Angeles Building Code; or
- (b) Proof that the building was previously retrofitted in conformity with the engineering requirements of this division; or
- (c) A report consisting of a structural analysis that shows the building meets the engineering requirements of this division; or
- (d) A report consisting of a structural analysis and plans for the proposed structural alteration of the building to comply with the engineering requirements of this division; or
- (e) Plans for demolition of the building.

3. Within twenty-five (25) years after service of the order, complete all necessary demolition or retrofit work on the building.

Time limits for compliance shall be based on the service date of the original order from the Department. Transfer of title shall not change compliance dates.

SEC. 91.9505. ADMINISTRATION.

91.9505.1. Issuance of Order. When the Department determines that a building is within the scope of this division, the Department shall issue an order to the owner as described in Sections 91.9505.2 and 91.9505.4.

91.9505.2. Service of Order. The Department shall serve the order in writing, either personally or by certified or registered mail, upon the owner as shown on the last equalized assessment roll. Service by mail shall be deemed complete at the time of deposit in the post office. Proof of giving notice may be made by an affidavit of an employee of the City that shows service in conformity with this division.

91.9505.3. Failure to Receive Order. Failure of the owner to receive an order shall not relieve the owner of any obligation to comply with the provisions of this division.

91.9505.4. Contents of Order. The order shall specify that the building has been determined by the Department to be within the scope of this division and, therefore, is required to meet the minimum seismic standards described in Section 91.9508. The

order shall be accompanied by a copy of Section 91.9504, which sets forth the owner's alternatives and time limits for compliance.

91.9505.5. Appeal from Order. The owner of any building subject to this division may appeal the Department's initial determination that the building is within the scope of this division to the Board of Building and Safety Commissioners. Such appeal shall be filed with the Board within 60 days from the service date of the order. Any such appeal shall be decided by the Board no later than 60 days after the date that the appeal is filed. Such appeal shall be made in writing upon appropriate forms provided by the Department, and the grounds of the appeal shall be stated clearly and concisely. Each appeal shall be accompanied by a filing fee as set forth in Table No. 4-A of Division 4 of Article 8 of Chapter IX of the Los Angeles Municipal Code.

Requests for slight modifications from any other determinations, orders or actions by the Department pursuant to this division shall be made in accordance with the procedures established in Section 98.0403.2 of the Los Angeles Municipal Code.

91.9505.6. Recordation. At the time that the Department serves the order described in Section 91.9505.1, the Department shall file with the Office of the County Recorder a certificate stating that the subject building has been determined to be within the scope of this division, and that it has been ordered to be structurally analyzed and structurally altered or demolished (if the owner so decides), pursuant to Section 91.9504.2, if the Department determines that it does not conform to the minimum design standards of this division.

The Department shall file with the Office of the County Recorder a certificate terminating the above recorded status of the subject building if the building is thereafter demolished by owner pursuant to Section 91.9504.2, found not to be within the scope of this division, or is determined to be structurally capable of resisting minimum seismic forces as a result of structural alterations or analysis required by this division.

SEC. 91.9506. OCCUPANT AND TENANT ADVISORY.

91.9506.1. Notification to Tenants and Occupants. When the Department determines that a building falls within the scope of this division, the owner shall advise all current and prospective residential and non-residential tenants, subtenants, lessees, sublessees, or any other person(s) entitled to the use and/or occupancy of the building of such determination. With respect to current and prospective residential tenants, subtenants, lessees, sublessees, or other person(s) entitled to the use and/or occupancy of the building, the property owner shall advise such persons of the Department's determination in a method and written format approved and promulgated by the Los Angeles Housing and Community Investment Department. With respect to current and prospective non-residential tenants, subtenants, lessees, sublessees, or other person(s) entitled to the use and/or occupancy of the building, the owner shall

advise such persons of the Department's determination in a method and written format approved and promulgated by the Department.

91.9506.2. Tenant Habitability Plan. If required by the Rent Stabilization Ordinance, the property owner shall be required to submit to the Los Angeles Housing and Community Investment Department a Tenant Habitability Plan pursuant to Article 2, Chapter XV of the Los Angeles Municipal Code (L.A.M.C. Section 152.03B). If, upon review of the Tenant Habitability Plan, it is determined by the Los Angeles Housing and Community Investment Department that work required under this division affects the tenantability of any building or residential unit as defined in California Civil Code Section 1941.1, the owner shall be required to pay relocation benefits pursuant to Article 1, Chapter XV of the Los Angeles Municipal Code (L.A.M.C. Section 151.09G) to any tenant, subtenant, lessee, sublessee, or other person(s) entitled to the use and/or occupancy of the building that is affected by the untenable conditions or displaced from the residential unit. However, the mere undertaking and completion of work performed by the owner pursuant to this division shall not, in and of itself, result in any building or residential unit being deemed untenable or uninhabitable as defined in California Civil Code Section 1941.1.

SEC. 91.9507. HISTORICAL BUILDINGS.

Qualified historical buildings shall comply with requirements of the California Historical Building Code established under Part 8, Title 24 of the California Code of Regulations.

SEC. 91.9508. ENGINEERING ANALYSIS.

91.9508.1. Scope of Analysis. This division requires the alteration, repair, replacement or addition of structural elements and their connections to meet the following requirements in this section.

91.9508.2. Building Structural Analysis, Design and Evaluation. The building shall meet one of the following criteria:

1. Strength of the lateral-force resisting system shall meet or exceed seventy-five percent (75%) of the base shear specified in the current Los Angeles Building Code seismic provisions. Elements not designated to be part of the lateral-force resisting system shall be adequate for gravity load effects and seismic displacement due to the full (100%) of the design story drift specified in the current Los Angeles Building Code seismic provisions.

2. Meet or exceed the requirements specified for "Basic Safety Objectives" using ground motions and procedures established by the Department based on ASCE 41.

3. Pursuant to Section 91.104.2.6, other methods approved by the Department deemed to be equivalent to the standards set forth in Subdivisions 1 and 2 of this subsection.

SEC. 91.9509. INFORMATION REQUIRED ON PLANS.

91.9509.1. General. For existing and new construction, the plans and specifications shall be of sufficient clarity to indicate the nature and extent of the proposed work and to show in detail that it will conform to the provisions of this division and the Los Angeles Building Code.

91.9509.2. Engineer's or Architect's Statement. The responsible engineer or architect shall provide the following statements on the approved plans:

1. "I am responsible for designing this building's seismic strengthening in compliance with the minimum standards of Chapter 95 of the Los Angeles Building Code using the design criteria of (75% of ASCE 7 or ASCE 41)."

and when applicable:

2. "The Registered Deputy Inspector, required as a condition of the use of structural design stresses requiring continuous inspection, will be responsible to me as required by Section 1704 of the Los Angeles Building Code."

3. "Structural Observation will be performed in accordance with the current Los Angeles Building Code."

SEC. 91.9510. VIOLATION/PENALTY.

Notwithstanding any other provision of this Code to the contrary, it shall be unlawful for any person, firm, or corporation to maintain, use, or occupy any building within the scope of this division that fails to meet the minimum earthquake standards specified in this division after receiving an order described in Section 91.9505.

Any person who violates or causes or permits another person to violate this division is guilty of a misdemeanor, and shall be subject to prosecution and/or administrative enforcement under the Los Angeles Municipal Code. For purposes of this paragraph, "any person" includes an owner, lessor, sublessor, manager or person in control of a building subject to this division. This term shall not include any person who is merely a tenant or other individual occupying any dwelling unit, efficiency dwelling unit, guest room or suite in a building. The legal owner of a building is that person, firm, corporation, partnership or other entity whose name or title appears on the record with the Office of the County Recorder, as well as all successors or assignees of these persons.

EXCEPTION: This section shall not apply to any building on which work is proceeding in compliance with the time limits set forth in this division, or in compliance with any extensions of time granted by the Department or the Board; or any action, order or determination made by the Department or the Board in the implementation of this division.

SEC. 91.9511. SEVERABILITY.

If any subsection, sentence, clause or phrase of this article is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction or by reason of any preemptive legislation, such decision or legislation shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have adopted this section, and each and every subsection, sentence, clause and phrase thereof not declared invalid or unconstitutional, without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

Sec. 3. Section 152.02 of Article 2 of Chapter XV of the Los Angeles Municipal Code is amended to read as follows:

SEC. 152.02. DEFINITIONS.

Notice of Primary Renovation Work. Written notice, served by the landlord upon a tenant or tenant household at least 60 days, or as otherwise modified pursuant to Section 152.04, prior to the commencement of any Primary Renovation Work or Related Work and using a form established by the Department, advising the tenant of forthcoming Primary Renovation Work and Related Work, the impact of such work on the tenant, and measures the landlord will take to mitigate the impact on the tenant.

Sec. 4. A second paragraph is added to Section 152.04 of Article 2 of Chapter XV of the Los Angeles Municipal Code to read as follows:

For purposes of the Mandatory Earthquake Reduction requirements in LAMC Sections 91.9301, et seq., and 91.9501, et seq., and as authorized by Section 152.08 of this article, the Commission shall have the authority by regulation to modify the service and notice requirements.

Sec. 5. Subsection A to Section 152.05 of Article 2 of Chapter XV of the Los Angeles Municipal Code is amended and Subsection D is added to read as follows:

A. If the Primary Renovation Work and any Related Work will impact the **tenantability** of a rental unit for 30 days or more, any tenant affected by the Primary Renovation Work and Related Work shall have the option to voluntarily terminate the tenancy in exchange for permanent relocation assistance pursuant to Section 151.09G of this Code and the return of any security deposit that cannot be retained by the landlord under applicable law. If the Primary Renovation Work and Related Work continues for 30 days longer than the projected completion date set forth in the later of

either the Tenant Habitability Plan or any modifications thereto accepted by the Department, the tenant's option to accept permanent relocation assistance shall be renewed.

D. For purposes of the Mandatory Earthquake Reduction requirements in LAMC Sections 91.9301, et seq., and 91.9501, et seq., and as authorized by Section 152.08 of this article, the Commission shall have the authority by regulation to extend the time provisions by up to the maximum of an additional 180 days.

Sec. 6. Section 152.08 of Article 2 of Chapter XV of the Los Angeles Municipal Code is amended to read as follows:

SEC. 152.08. AUTHORITY OF COMMISSION TO REGULATE.

A. The Commission shall be responsible for carrying out the provisions of this article and shall have the authority to issue orders and promulgate policies, rules and regulations to effectuate the purposes of this article. All such rules and regulations shall be published once in a daily newspaper of general circulation in the City of Los Angeles, and shall take effect upon such publication. The Commission may make such studies and investigations, conduct such hearings, and obtain such information as it deems necessary to promulgate, administer and enforce any regulation, rule or order adopted pursuant to this article.

B. In order to provide sufficient time for owners to comply with the Mandatory Earthquake Hazard Reduction requirements in LAMC Sections 91.9301, et seq., and 91.9501, et seq., the Commission may do the following:

1. Modify the service and notice requirements set forth in Section 152.04 this article; and/or

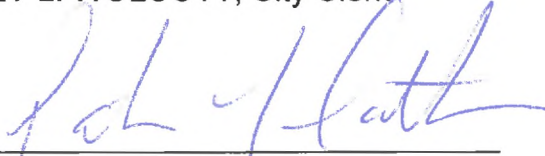
2. Grant, upon request by owner, an extension of up to 180 days beyond the original project completion date without triggering the permanent relocation assistance requirements set forth at Section 151.09G of this Code. Prior to granting an owner's request to extend project completion dates, the Commission shall notify the Department of Building and Safety of the request. If work performed pursuant to Mandatory Earthquake Hazard Reduction Requirements is not completed by the original project completion date or by a subsequent date authorized by RAC, any tenant, subtenant, lessee, sublessee, or other person(s) entitled to use and/or occupy the building or residential unit affected by such work shall have the option to voluntarily terminate the tenancy in exchange for permanent relocation assistance, pursuant to Section 151.09G, and the return of any security deposit that cannot be retained by the owner under applicable law.

C. Before modifying service and notice requirements and/or granting time extensions under its authority in subparagraph B of this section, the Commission shall find that the modifications and/or time extensions are necessary to carry out the purpose of the Mandatory Earthquake Hazard Reduction requirements of this Code.


Sec. 7. The City Clerk shall certify to the passage of this ordinance and have it published in accordance with Council policy, either in a daily newspaper circulated in the City of Los Angeles or by posting for ten days in three public places in the City of Los Angeles: one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall; one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall East; and one copy on the bulletin board located at the Temple Street entrance to the Los Angeles County Hall of Records.

I hereby certify that this ordinance was passed by the Council of the City of Los Angeles, at its meeting of OCT 09 2015.

HOLLY L. WOLCOTT, City Clerk

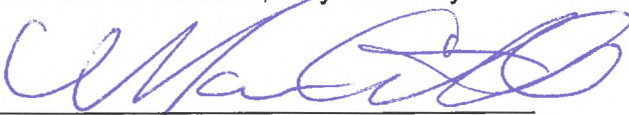
By 
Deputy

Approved 09 OCT 2015


Mayor

Approved as to Form and Legality

MICHAEL N. FEUER, City Attorney

By 
MONICA D. CASTILLO
Deputy City Attorney

Date 10-8-15

File No. CF 14-1697-S1

DECLARATION OF POSTING ORDINANCE

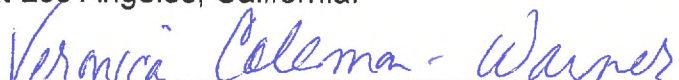
I, VERONICA COLEMAN-WARNER, state as follows: I am, and was at all times hereinafter mentioned, a resident of the State of California, over the age of eighteen years, and a Deputy City Clerk of the City of Los Angeles, California.

Ordinance No.183893 – Amending Division 93 and 95 of Article I of Chapter IX of the LAMC to establish mandatory standards for earthquake hazard reduction in existing wood-frame buildings with soft, weak, or open-front walls and existing non-ductile concrete buildings, and amending Sections 152.02, 152.04, 152.05 and 152.08 of Article 2 of Chapter XV of the LAMC to grant authority to the Rental Adjustment Commission to modify Tenant Habitability Program requirements for purposes of implementing seismic retrofit mandates - a copy of which is hereto attached, was finally adopted by the Los Angeles City Council on October 9, 2015, and under the direction of said City Council and the City Clerk, pursuant to Section 251 of the Charter of the City of Los Angeles and Ordinance No. 172959, on October 13, 2015 I posted a true copy of said ordinance at each of the three public places located in the City of Los Angeles, California, as follows: 1) one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall; 2) one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall East; 3) one copy on the bulletin board located at the Temple Street entrance to the Los Angeles County Hall of Records.

Copies of said ordinance were posted conspicuously beginning on October 13, 2015 and will be continuously posted for ten or more days.

I declare under penalty of perjury that the foregoing is true and correct.

Signed this 13th day of October, 2015 at Los Angeles, California.


Veronica Coleman-Warner, Deputy City Clerk

Ordinance Effective Date: November 22, 2015

Council File No. 14-1697-S1



3

Los Angeles Soft-Story Retrofit Program

Property Owner's Guide



Definitions

Soft-Story Building:

A structure that has a weaker first floor and is unable to carry the weight of the stories above during an earthquake. The first floor generally has large openings in the perimeter walls such as garages, tuck-under parking or even large windows.

Retrofit:

An improvement to a building by altering or adding structural elements.

Tuck-Under Parking:

Parking that is beneath the second floor.



For additional information, please contact:



Soft-Story Retrofit Unit

201 N. Figueroa St., Suite 890
(213) 482-SOFT (7638)
soft-storyretrofit@lacity.org

Office Hours:

7:30 am – 4:30 pm M, T, Th, F
9:00 am – 4:30 pm W

<http://ladbs.org/soft-story>

For Tenant Habitability Plan and Cost Recovery Guide, contact the Housing and Community Investment Department (HCIDLA):



Tenant Habitability Program Unit

(213) 252-1464
hcidla.code.seismic@lacity.org

<http://hcidla.lacity.org/tenant-habitability-program>

Cost Recovery Applications & RSO Information

(866) 557-RENT (7368)
hcidla.rso@lacity.org

<http://hcidla.lacity.org>



Los Angeles Soft-Story Retrofit Program

Property Owner's Guide



Soft-Story Program

What is this program about?

The purpose of this program is to reduce the risk of injury or loss of life that may result from the effects of earthquakes on wood frame soft-story buildings. In the Northridge Earthquake, many wood frame soft-story buildings caused loss of life, injury, and property damage. This program creates a guide for property owners to strengthen their buildings to improve performance during an earthquake.



Why is my building affected?

LADBS has determined that your building meets all the following criteria:

- Two or more stories wood frame construction;
- Built under building code standards enacted before January 1, 1978,
- Contains ground floor parking or other similar open floor space that causes soft, weak or open wall lines.

Exception: The program does not apply to residential buildings with 3 or less units.

Property Owner's Responsibility

What do I need to do first?

The property owner must hire an engineer or architect licensed in the state of California to evaluate the strength of the building. The engineer or architect must then develop plans for the building's seismic strengthening in compliance with this program. The owner must notify tenants in writing per HCID-LA regulations.

How do I find ...

An Engineer?

Please visit the State of California's Board for Professional Engineers, Land Surveyors, and Geologists for information regarding licensed engineers:

<http://bpelsg.ca.gov>

An Architect?

Please visit the California Architects Board for information regarding licensed architects:

<http://cab.ca.gov>

A Contractor?

Please visit the Contractors State License Board for information regarding hiring a contractor and to verify if a contractor is licensed and insured:

<http://cslb.ca.gov>

What do I do next?

Submit proof of previous retrofit, plans to retrofit, or plans to demolish to the Department of Building and Safety. Plans and calculations will be checked for compliance with the retrofit ordinance. LADBS will provide guidance for all necessary steps to obtain the retrofit permit, which includes obtaining clearances from all pertinent agencies.

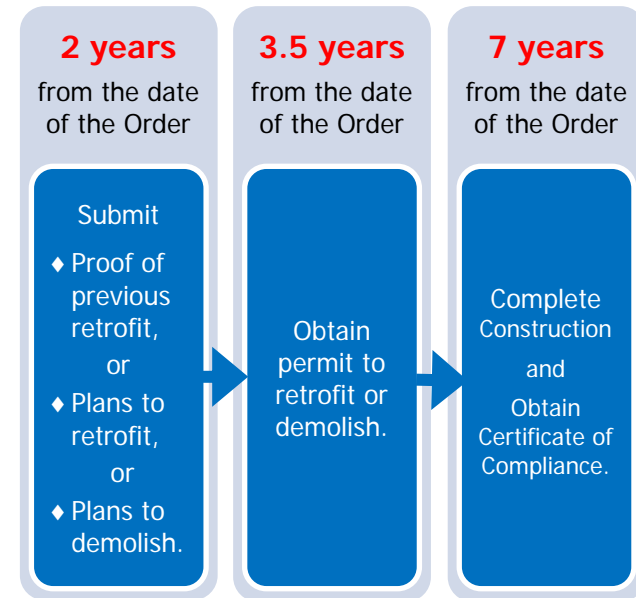
What do I do after a permit is issued?

Begin construction and request inspections at:

<http://ladbs.org/>

Compliance Requirements

How soon do I have to comply?



Submittal Package

What should I submit to LADBS?

The documents required for submittal are:

- ♦ Structural analysis/calculation package
- ♦ Architectural plans
- ♦ Structural plans

For more details see the LADBS Information Bulletin for Submittal Requirements.

Appeal Process

What should I do if I think my building is exempt from the program?

The owner of the building can appeal within 60 days of the service date of the Order to Comply by submitting a written request to the Board of Building and Safety Commissioners. The request should include supporting documents such as building permits for original construction or a retrofit that complies with the ordinance.



Notice of Seismic Retrofit Work

To Tenant:

Name(s):	_____
Address:	_____ _____
City, State:	_____ Zip: _____
Phone:	() _____

From Landlord:

Name(s):	_____
As of Date:	_____
Address:	_____ _____
City, State:	_____ Zip: _____
Phone:	() _____

Soft-Story Retrofit Work

Currently work will begin on your home and/or building no earlier than 20 days from the date this Notice is served on you.

Duration

The work is estimated to:			
Start on:	/	/ 20_____	} For a total of _____ months and _____ days.
End on:	/	/ 20_____	

Notice of Seismic Retrofit Work

Scope of Work

<input type="checkbox"/> Structural	_____
<input type="checkbox"/> Electrical	_____
<input type="checkbox"/> Plumbing	_____
<input type="checkbox"/> Mechanical	_____
<input type="checkbox"/> Hazard Abatement (e.g. lead, asbestos)	_____
<input type="checkbox"/> Other Work	_____

Impact of Work

Mitigation Steps

<input type="checkbox"/> Kitchen	
<input type="checkbox"/> Bathroom(s)	
<input type="checkbox"/> Living room	
<input type="checkbox"/> Bedroom(s)	
<input type="checkbox"/> Dining room	
<input type="checkbox"/> Closet(s)	
<input type="checkbox"/> Balcony	
<input type="checkbox"/> Building common areas	
<input type="checkbox"/> Other	

Notice of Seismic Retrofit Work

Will You Be Temporarily Relocated?

☐ No, you do not need to temporarily relocate. Your home will be habitable outside construction hours. You will not be exposed to toxic or hazardous materials at any time. Construction work may be done Monday through Friday from 8 am to 5 pm. Utilities such as water, gas, or electricity may be unavailable during construction hours. These services will be restored by 5 pm each day.

☐ Yes, you must temporarily relocate:

From: ____/____/____ To: ____/____/____

To location:

☐ Your building, unit # _____

☐ Hotel/Motel (name: _____)

☐ Other: _____

Address: _____

Cross Street(s): _____

This is _____ miles from your home.

☐ For loss of the following services: _____

You will be compensated:

\$ _____ per _____.

☐ If you agree, the landlord is willing to pay a daily dollar amount for you to find your own temporary housing. Please see Per Diem Agreement attached.

☐ Your belongings will not be moved from your home.

☐ Your belongings will be stored at:

Name:

Address:

☐ If you agree, the landlord is willing to pay a fixed dollar amount for you to move and temporarily store your own belongings. Please see Moving & Temporary Storage Agreement attached.

Your tenancy will not be terminated as a result of your temporary relocation. You have the right to reoccupy the unit/s under the existing terms of tenancy upon completion of the Seismic Retrofit Work subject to rent adjustment. However, you must continue to pay your rent as usual. Otherwise, eviction proceedings may be brought against you.



Notice of Seismic Retrofit Work

Designated Contact for Landlord

Please submit your soft-story retrofit questions, concerns, and paperwork to:

Name(s):	_____
Address:	_____
City, State:	_____ Zip: _____
Phone:	_____
Fax:	_____

☐ During soft-story retrofit work, please pay your rent to the following person:

Name(s):	_____
Address:	_____
City, State:	_____ Zip: _____
Phone:	_____

Right to Appeal the Department's determination regarding the Tenant Habitability Plan (THP).

You have the right to appeal HCIDLA'S acceptance of the THP if you do not agree with the landlord regarding the necessity to either temporarily relocate or remain in place during the Seismic Retrofit Work. The appeal must be made in writing using the attached "Appeal Form" and must specify the grounds for appeal. The appeal must be filed within 15 days of receiving the Department's THP determination. To file the appeal, you must submit the form along with the appeal application fee before the appeal deadline in person to any of the Department's public counters (<http://hcidla.lacity.org/Public-Counters>), or by mail to the address specified in the application. You may find additional information regarding appeals at <http://hcidla.lacity.org/tenant-habitability-thp-appeal-form>

I am the landlord of the premises or I am an authorized agent of the landlord. I understand that the landlord is responsible for paying all the temporary housing accommodation costs for the tenant(s) regardless of whether those costs exceed the rent paid by the tenant(s).



Notice of Seismic Retrofit Work

Date: _____

Print Name: _____

Signature: _____

I am:

- ☐ the Landlord
- ☐ the Landlord's Agent

Phone: _____

Tenant Notification Instructions

Dear property owner

The Los Angeles Municipal Code Sections 91.9307.1 and 91.9506.1 requires you to notify your residential tenant that the building in which their rental unit is located meets the criteria for mandatory compliance with the seismic retrofit ordinance.

Method of the Notification: You must provide this notification in a method as prescribed by Section 1162 of the California Code of Civil Procedure as follows:

1. By delivering a copy to the tenant personally.
2. If he or she is absent from his or her place of residence, and from his or her usual place of business, by leaving a copy with some person of suitable age and discretion at either place, and sending a copy through the mail addressed to the tenant at his or her place of residence.
3. If such place of residence and business cannot be ascertained, or a person of suitable age or discretion there cannot be found, then by affixing a copy in a conspicuous place on the property, and also delivering a copy to a person there residing, if such person can be found; and also sending a copy through the mail addressed to the tenant at the place where the property is situated. Service upon a subtenant may be made in the same manner.

Written Format of the Notification: The notification must be written in the language in which the original lease was negotiated. You may use your official letterhead or plain paper.



Per Diem Agreement Seismic Retrofit Work

I, Landlord:

Owner(s): _____

Address: _____

City, State: _____ Zip: _____

Phone: () _____

- Agree to pay Tenant a total per diem of:

\$ _____ per day

- From ____/____/____ to ____/____/____

- To be paid in the following manner:

- I will notify tenant when tenant may return home. I will provide notice to the tenant as required under section 152.06G of the Los Angeles Municipal Code.
- I will provide the Housing and Community Investment Department with a copy of this agreement within 15 days of signing by both parties.
- I understand that this agreement is legally binding.

Date: _____

Signature: _____

Print Name: _____

☐ The Landlord

I am:

☐ Agent of the Landlord

Phone: () _____

I, Tenant:

Name(s): _____

Address: _____

Unit: _____

City, State: _____ Zip: _____

Phone: () _____

- Choose to accept landlord's payment instead of temporary housing arranged by my landlord.
- I understand that I must find my own temporary housing for the temporary relocation dates indicated in the Notice of Seismic Retrofit Work.
- During this period, I will be living at (if known):
Address: _____
City/State: _____
Zip: _____
Phone: () _____
- I understand that choosing this option does not terminate my tenancy.
- I have received a copy of the Tenant Habitability Program Summary.
- I understand that I must update the landlord of my contact information so the landlord can notify me when I may return home.
- I certify that the landlord provided me with a copy of the tenant's rights in accordance with LAMC 152.06.
- I understand that this agreement is legally binding.

Date: _____

Signature: _____

Print Name: _____

Phone: () _____

HCID #: _____ APN: _____

Received: ____/____/____ By: _____



Payment to Tenant for Moving or Storage Seismic Retrofit Work

I, Landlord:

Owner(s): _____

Address: _____

City, State: _____ Zip: _____

Phone: (____) _____

Agree to pay tenant: \$ _____ to move and store the items listed below for the time period indicated.

To be paid in the following manner:

I, Tenant:

Name(s): _____

Address: _____

Unit: _____

City, State: _____ Zip: _____

Phone: (____) _____

Agree to accept landlord's payment to move and store the items listed below for the time period indicated.

This agreement covers the moving and storage costs of the following items:

From ____/____/____ to ____/____/____

- I will provide the Housing and Community Investment Department with a copy of this agreement within 15 days of signing by both parties.
- I understand that this agreement is legally binding.

Date: _____

Signature: _____

Print Name: _____

- I am:
- ☐ The Landlord
 - ☐ Agent of the Landlord

Phone: (____) _____

- I have received a copy of the Tenant Habitability Program Summary.
- I certify that the landlord provided me with a copy of the tenant's rights in accordance with LAMC 152.06.
- I understand that this agreement is legally binding.

Date: _____

Signature: _____

Print Name: _____

Phone: (____) _____

HCID #: _____ APN: _____

Received: ____/____/____ By: _____

4

5 Steps Building Owner's Nee to Know

By: Simpson Strong-Tie

Soft-Story Retrofits

5 Steps Building Owners Need to Know

Presented by

SIMPSON
Strong-Tie



AGENDA

Step 1: Understanding the Soft-Story Ordinance

Step 2: Partnering with Design Professionals

Step 3: Submitting Building Plans with the Right Retrofit Product Solutions

Step 4: Communicating with Your Building Tenants

Step 5: Completing Your Soft-Story Retrofit

Poll Question

Do you think soft-story retrofits should be required?

- a. Yes
- b. No

Step
01

Understanding the Soft-Story Ordinance



What happens after a magnitude 7.8 earthquake according to the ShakeOut Scenario?

- **1,800 deaths and 50,000 injuries**
 - 40% from collapse of soft-story and non-ductile concrete buildings

\$213 billion of economic loss throughout SoCal

- \$47.7 billion from shaking damage
- \$65 billion from fire damage
- \$96.2 billion from business interruption costs
- \$4.3 billion from traffic delays

Christchurch Before and After

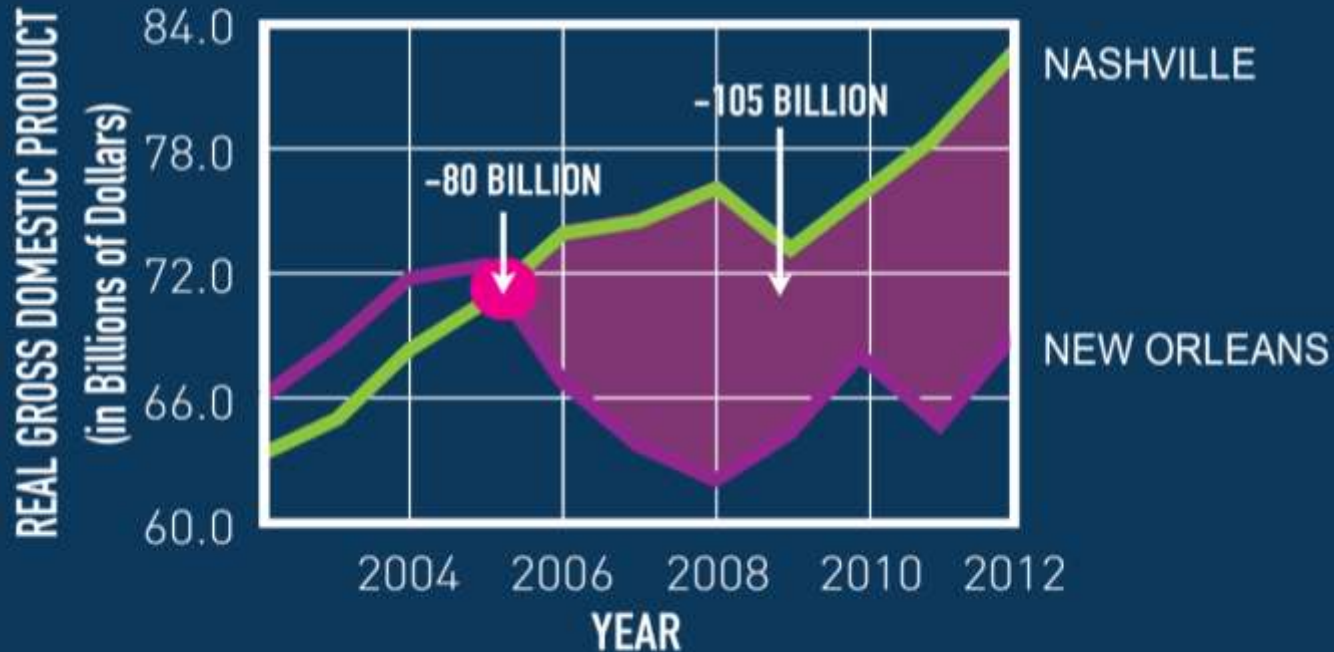


GILLIAN NEEDHAM



Economic Repercussions

NEW ORLEANS VS NASHVILLE ECONOMIC GROWTH



Source: Dr. Lucy Jones, USGS

Soft-Story Buildings



Soft-Story Building Failures

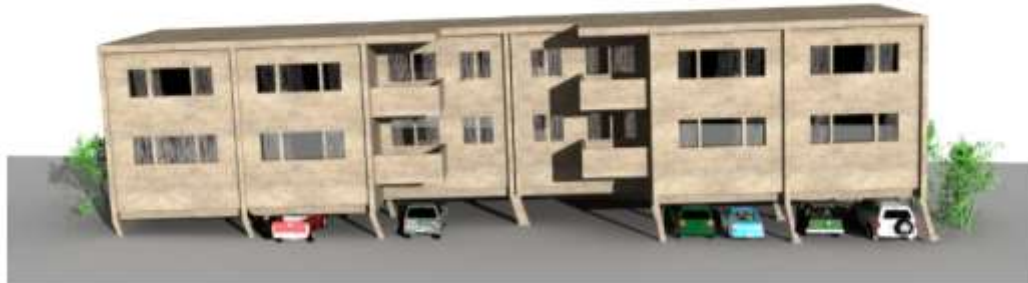
Common weaknesses in soft-story buildings

Few walls and flimsy columns support the ground story.



During an earthquake

The first floor crumbles during an earthquake.

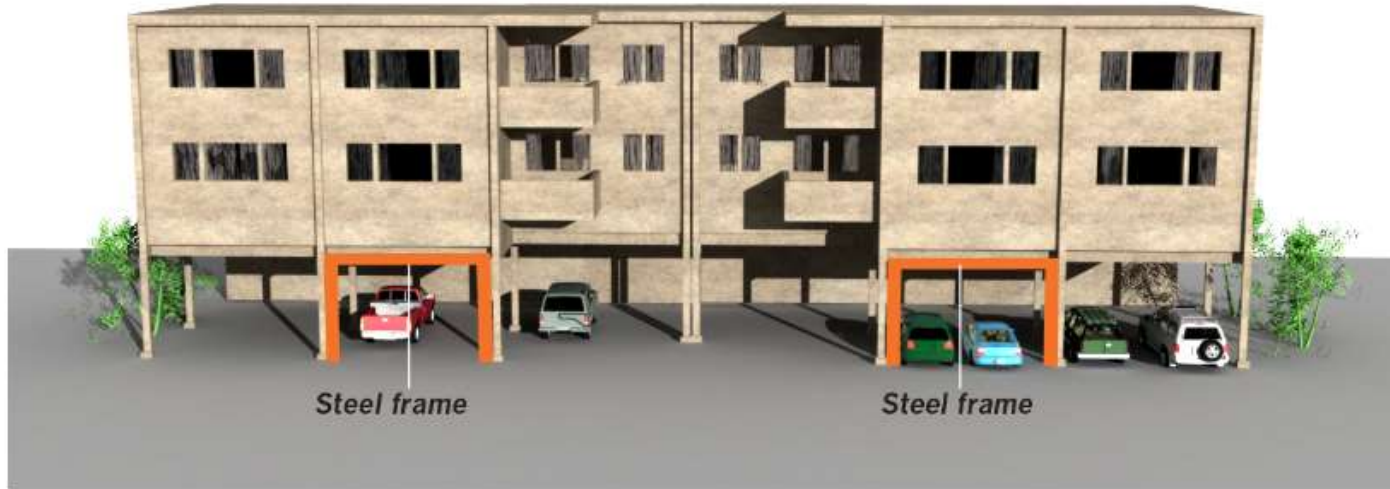


Source: LA Times

Soft-Story Building Retrofit

Fixing the problem

Adding steel frames to the ground story can strengthen the building's vulnerability to collapsing.



Sources: Structural engineer David Cocke; Federal Emergency Management Agency. Graphics reporting by Rong-Gong Lin II and Rosanna Xia.

L.A.'s Soft-Story Building List

<http://graphics.latimes.com/soft-story-apartments-needing-retrofit/>



Time Line – Letters to Building Owners

Priority	Categories	Start date of Sending Out Orders
I. Buildings with 16 or more dwelling units	3-story and above	May 2, 2016
	2-story	July 22, 2016
II. Buildings with 3 or more stories	with less than 16 units	Oct 17, 2016
III. Buildings not falling within the definition of Priority I or II	with 9-15 units	TBD
	with 7-8 units	TBD
	with 4-6 units	TBD
	Condos/Commercial	TBD

Building Owners must inform tenants and prospective tenants in writing that their building falls under the scope of the ordinance (Section 91.9307.1 of Ordinance 183893)

Time Line – Design & Construction

Within 2 Years of Receipt of Order

Submit proof of previous retrofit, or plans to retrofit or demolish

Within 3 ½ Years of Receipt of Order

Obtain permit to start construction or demolition

Within 7 Years of Receipt of Order

Complete construction

Financing Options for Seismic Retrofit

Cost Sharing – *Temporary Rent Surcharge*

- Seismic Retrofit Work (SRW) rent increase
- **50% of retrofit costs** may be passed to tenants, if City approved
- **Maximum** increase is **\$38/month for 10 years**, but may be extended
- Retrofit costs are to be **divided** among all units
- **Applications** for the rent surcharge (cost pass-through) must be submitted **within 12 months of completing** retrofit

PACE Financing (Property Assessed Clean Energy)

- Owners may borrow money for retrofits and spread cost over time as a special property tax assessment
- www.cleanfund.com/seismic-california

Poll Question

In your opinion/experience, how much do think it costs to complete a soft-story retrofit?

- a. \$30,000
- b. \$60,000
- c. \$120,000
- d. \$240,000

Step
02

Partnering with

Soft-Story Design Professionals



Poll Question

Are you already working with a licensed professional engineer and/or contractor on your soft-story retrofit project?

a: Yes

b: No

C: Not Applicable

Licensed Professional Engineers



Structural Engineers Association
of Southern California

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ENGINEER

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Find An Engineer

Read our brochure here: [WHAT YOU NEED TO KNOW ABOUT STRUCTURAL ENGINEERING](#)

How Do I Select a Structural Engineer?

seaosc.org/Find-An-Engineer

bpelsg.ca.gov/pubs/consumer_guide.pdf

Refer to your local telephone directory (check in the white pages, the "Yellow Pages," or in large metropolitan areas, the "Business Yellow Pages")

Licensed Professional Engineers



Check the appropriate specialty and click on the Search button, If you check more than one box, results will return members in any of the categories selected.

Specialization

MEMBER SERVICES SEARCH

Home About SEAOSC Find An Engineer Members

Member Services Search

Licensing

Safer Cities Advisory Program

- ☐ Facilities: Public
- ☐ Foundations
- ☐ Geotechnical Investigation & Reports
- ☐ Legal Consultation/Expert Witness
- ☐ Material Testing and/or Testing
- ☐ Post-Earthquake Evaluation
- ☐ Residential: Hillside Homes

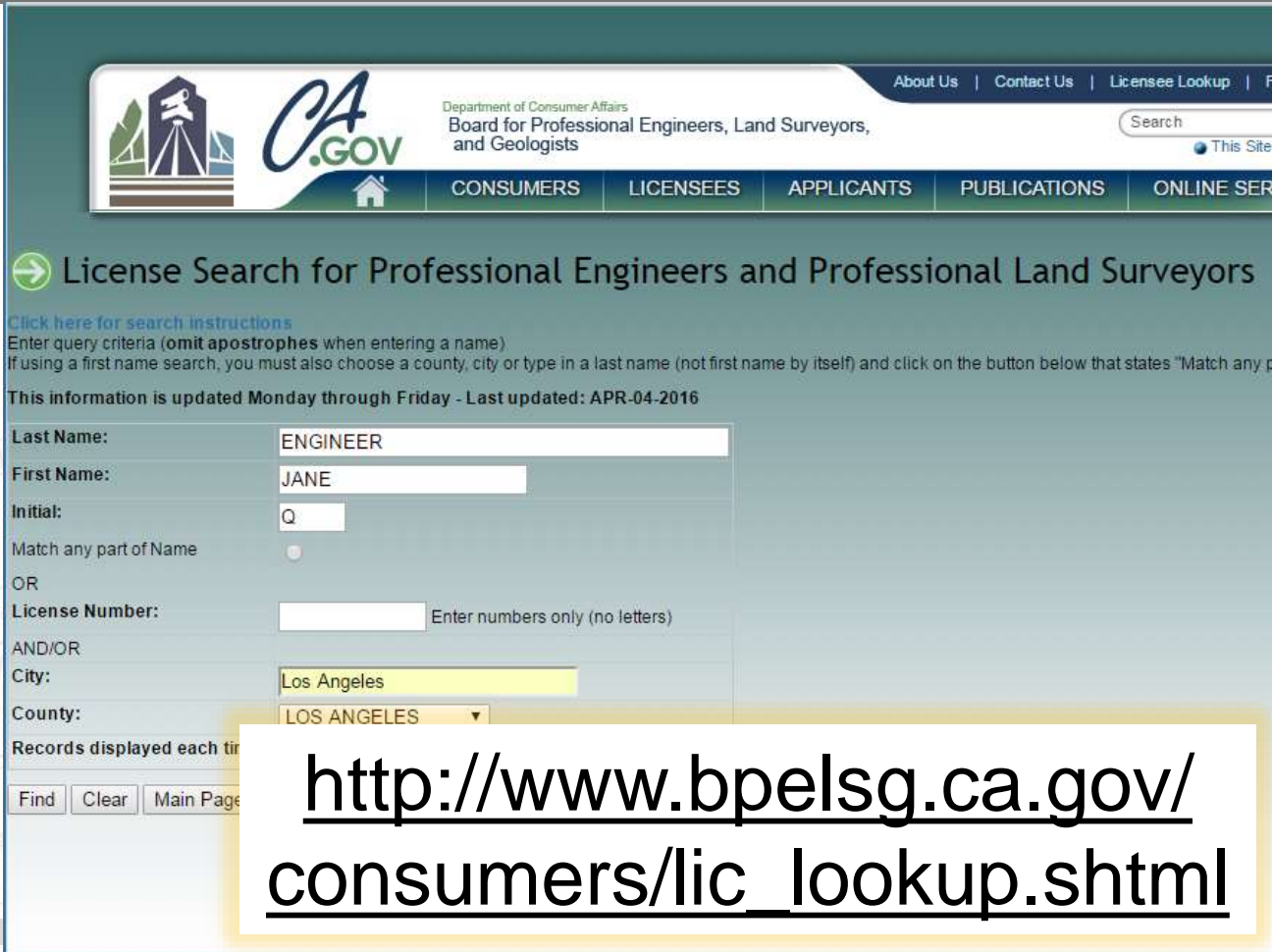
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seaosc.org/Member-Services-Search

- ☐ Retrofit: Non-Ductile Concrete Building
- ☐ Retrofit: Nonresidential Building Rehabilitation
- ☐ Retrofit: Residential
- ☐ Retrofit: Wood-framed Soft Story
- ☐ Seismic Bracing of Non-Structural Elements

Licensed Professional Engineers



CA.GOV
Department of Consumer Affairs
Board for Professional Engineers, Land Surveyors,
and Geologists

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License Search for Professional Engineers and Professional Land Surveyors

[Click here for search instructions](#)

Enter query criteria (omit apostrophes when entering a name)
If using a first name search, you must also choose a county, city or type in a last name (not first name by itself) and click on the button below that states "Match any p

This information is updated Monday through Friday - Last updated: APR-04-2016

Last Name: ENGINEER

First Name: JANE

Initial: Q

Match any part of Name ☐

OR

License Number: Enter numbers only (no letters)

AND/OR

City: Los Angeles

County: LOS ANGELES

Records displayed each time

Find Clear Main Page

http://www.bpelsg.ca.gov/consumers/lic_lookup.shtml

Who is the right fit for your building project?

- ✓ Ask for project references for similar jobs
- ✓ Verify expertise in project type and ability to complete projects on time and on budget
- ✓ Request a site visit, written proposal, anticipated schedule, and fee estimate
- ✓ Ask questions!

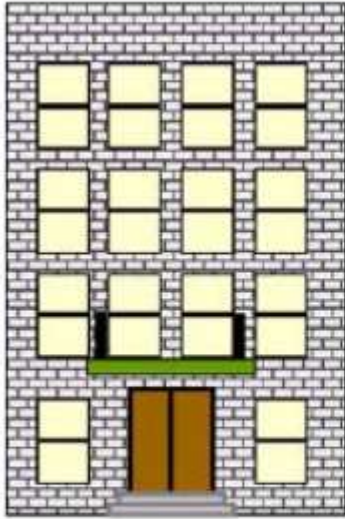


Questions that your engineer can help answer

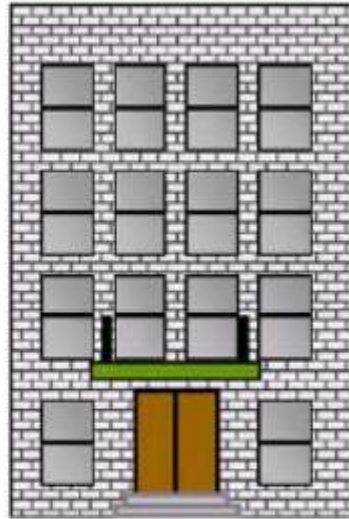
1. What is my site's level of seismicity?
2. Are there potential hazards from neighboring structures?
3. What performance level meets my needs?
4. What kind of nonstructural damage is my building vulnerable to?



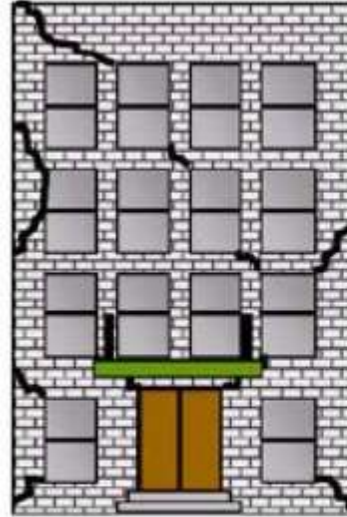
What performance level to target?



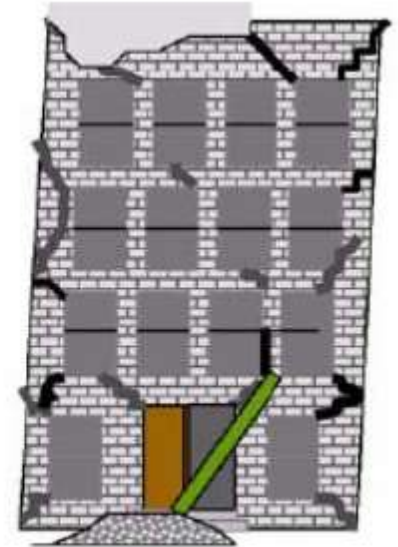
Operational



**Immediate
Occupancy**



Life Safety



**Collapse
Prevention**

Source: Sandeep Shah, Miyamoto

Available Resources

City of Los Angeles

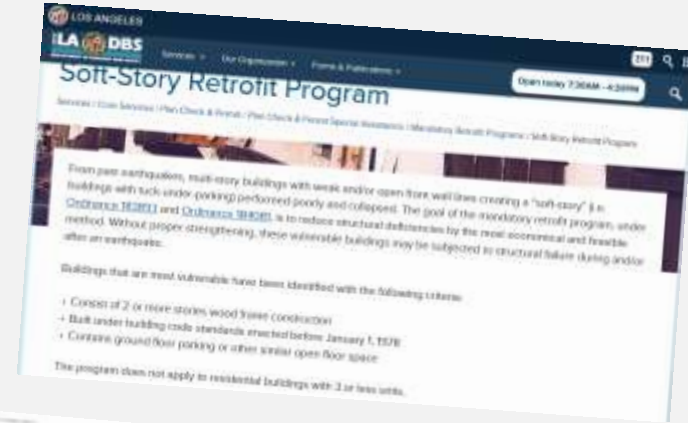
ladbs.org/soft-story

SEAOSC

seaosc.org [Find An Engineer & FAQs]

Simpson Strong-Tie

strongtie.com/softstory



Step
03

Submitting

Building Plans with the Right Retrofit Product Solutions

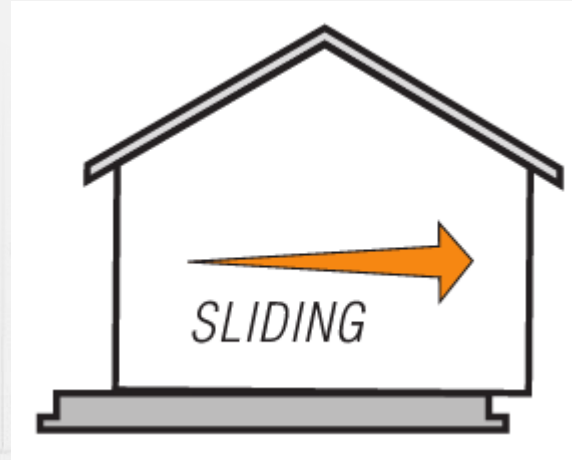


Poll Question

Have you already received a notice to retrofit a building you own?

- a. Yes
- b. No

How earthquake forces affect a building



Different Retrofit Methods



Steel Moment Resisting Frames

Site-built or factory-built steel moment resisting frame



On-site Welding



Diagonal Beam Bracing



Strong Frame Features and Benefits

1

Patented building connection technology

2

No diagonal beam bracing

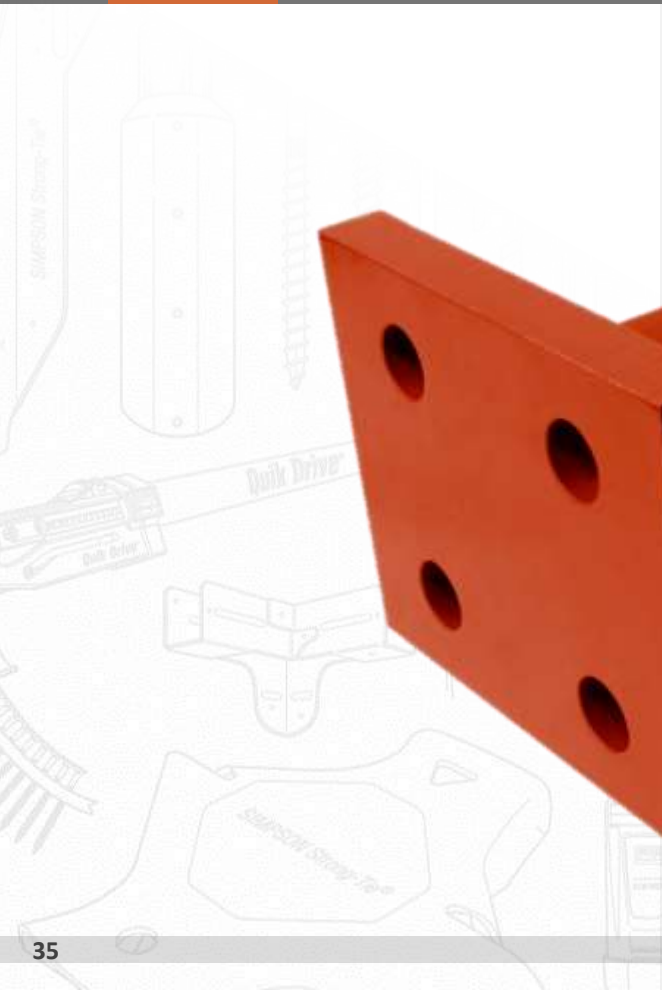
3

Fast & easy jobsite installation



A Building Fuse?





Strong Frame Testing

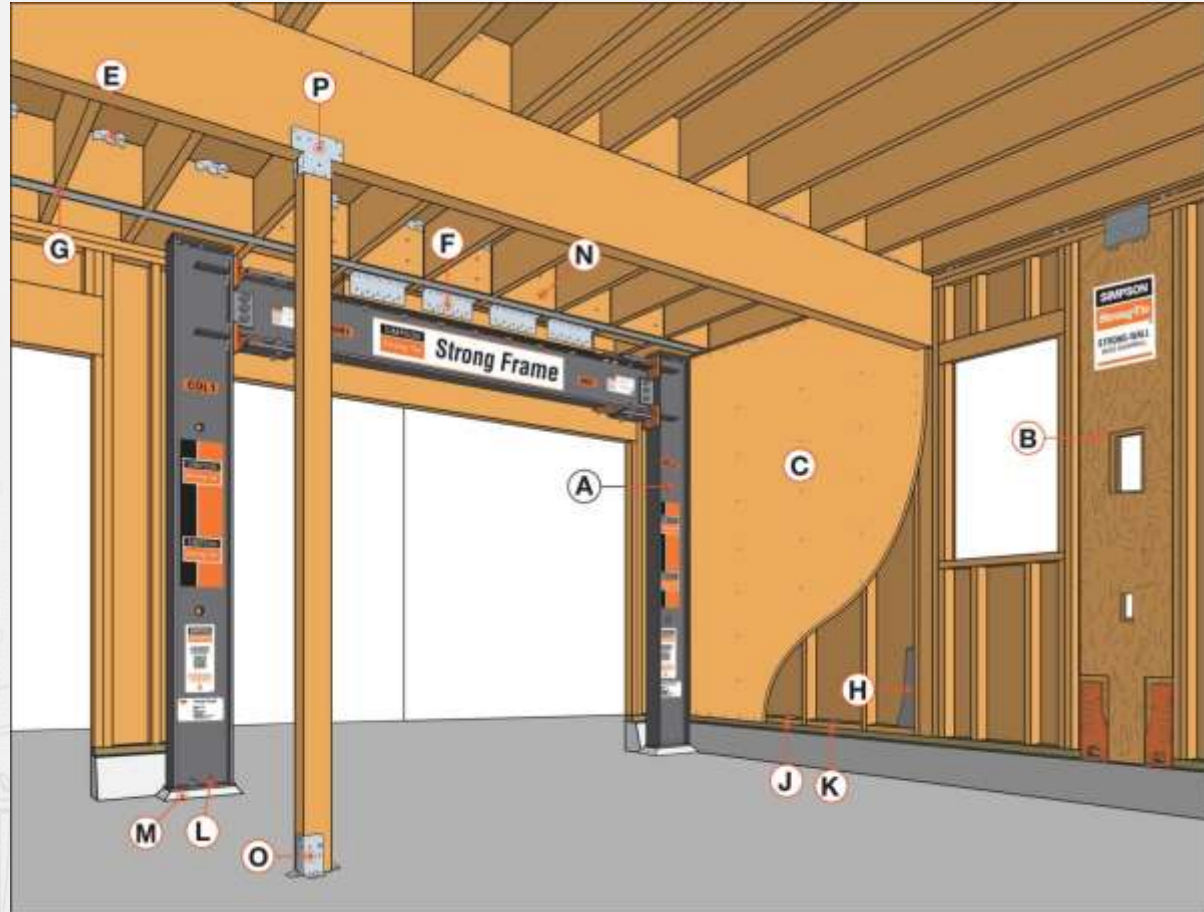
Insert video clip of testing

Time-Saving Bolted Installation

Insert video clip of “How to Install a Special Moment Frame in Soft-Story Building Retrofits” 2:21-3:23, play at 2x speed

Additional Retrofit Solutions

- Connectors, fasteners, post-installed concrete anchors, and lateral systems
- Tested solutions, code-listed by accredited evaluation agencies, such as ICC-ES & IAPMO UES



Step
04

Communicating With Your Building Tenants



Tenant Habitability Plan (THP)

- Owner develops estimate of work duration and impact to tenants, proposes mitigation measures. Covers the contractor's work hours, the estimated duration, the estimated completion date, and the general construction safety rules for the worksite
- Temporary disruptions to water, electrical, gas or sewer services, may not occur outside the hours of 8:00 am through 5:00 pm, Monday through Friday.

<http://hcidla.lacity.org/tenant-habitability-program>



Important Time Requirements



- Minimum 60 day notice to tenants prior to start of construction
- Tenants have 15 days to appeal
- 30 days to complete retrofit work or tenant relocation may be required

City of LA Tenant Habitability Plan

- All seismic retrofit work requires a THP even when there is no anticipated impact to residential units or to tenants' personal property
- Retrofit work does not mean that a building uninhabitable (California Civil Code Section 1941.1)



THP and Approved Rent Increase

- How can you obtain approval for a Seismic Retrofit Work (SRW) rent increase?
 - File an SRW application within 12 months of completing the work
 - Online application available at <http://hcidla.lacity.org>
 - Requires documentation of all direct and related SRW costs, including costs for temporary relocation
 - Proof of an accepted or waived THP is mandatory
 - Requires a complete tenant list
 - SRW is considered a common area improvement

Step
05

Completing Your Soft-Story Retrofit



Selecting a Licensed Contractor

- A soft-story retrofit requires an experienced, bonded, and licensed contractor
- Choosing a licensed contractor – California Contractors State License Board



Licensed Contractor Information

www.cslb.ca.gov/Consumers/Hire_A_Contractor/

The screenshot shows the top navigation bar with the CSLB logo and the text 'DEPARTMENT OF CONSUMER AFFAIRS CONTRACTORS STATE LICENSE BOARD'. Below the navigation bar, the page title is 'Hire A Contractor'. There are social media sharing buttons for YouTube, Facebook (Like 24), and Twitter (Tweet). A blue arrow icon points to the 'Hire a Licensed Contractor' section. Below this, a paragraph states: 'These sections will help you select the right type of licensed contractor for your home improvement projects. You also can [download or order CSLB publications](#) and videos and connect with other agencies that may be of assistance to you.' Below this paragraph are five links: 'Check a License or Home Improvement Salesperson (HIS) Registration', 'What Type of Contractor Do I Need?', 'How Do I Find the Right Licensed Contractor?', 'What Should I Look For in Contract and Binding Agreements?', and 'Do I Need a Building Permit for My Project?'.

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CSLB DEPARTMENT OF CONSUMER AFFAIRS CONTRACTORS STATE LICENSE BOARD

Consumers Contractors Online Services

Home | Consumers | Hire A Contractor

Like 24 Tweet

Hire a Licensed Contractor

These sections will help you select the right type of licensed contractor for your home improvement projects. You also can [download or order CSLB publications](#) and videos and connect with other agencies that may be of assistance to you.

[Check a License or Home Improvement Salesperson \(HIS\) Registration](#)

[What Type of Contractor Do I Need?](#)

[How Do I Find the Right Licensed Contractor?](#)

[What Should I Look For in Contract and Binding Agreements?](#)

[Do I Need a Building Permit for My Project?](#)

The screenshot shows the top navigation bar with the CSLB logo and the text 'DEPARTMENT OF CONSUMER AFFAIRS CONTRACTORS STATE LICENSE BOARD'. Below the navigation bar, the page title is 'Check A License'. A blue arrow icon points to the 'Check a Contractor License or Home Improvement Salesperson (HIS) Registration' section. Below this, a paragraph states: 'Look up a contractor license or Home Improvement Salesperson (HIS) registration to verify information, including complaint disclosure. Before hiring a contractor or signing a contract, CSLB recommends you read the [Hiring a Contractor](#) page.' Below this paragraph are five circular buttons: 'License Number', 'Business Name', 'Personnel Name', 'HIS Number', and 'HIS Name'. Below these buttons is a blue bar with the text 'Enter the contractor license number to check the status of their license.' Below this bar is a form with the label 'Contractor License #' and an input field.

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Consumers Contractors Online Services

Home | Online Services | Check A License

Check a Contractor License or Home Improvement Salesperson (HIS) Registration

Look up a contractor license or Home Improvement Salesperson (HIS) registration to verify information, including complaint disclosure. Before hiring a contractor or signing a contract, CSLB recommends you read the [Hiring a Contractor](#) page.

License Number Business Name Personnel Name HIS Number HIS Name

Enter the contractor license number to check the status of their license.

Contractor License #

Who is the right fit for your building project?

- ✓ Ask for project references for similar jobs
- ✓ Verify expertise in project type and ability to complete projects on time and on budget
- ✓ Request a site visit, written proposal, anticipated schedule, and fee estimate
- ✓ Ask questions!



Minimize Impact to Your Tenants



Required Inspections


- All permitted construction is subject to inspection and is the responsibility of the building owner.
- Common inspections include foundation & concrete work, wood framing, steel framing
- Special inspections for steel welding, steel moment frames, wood shear walls
- Call (888) LA4Build or request online

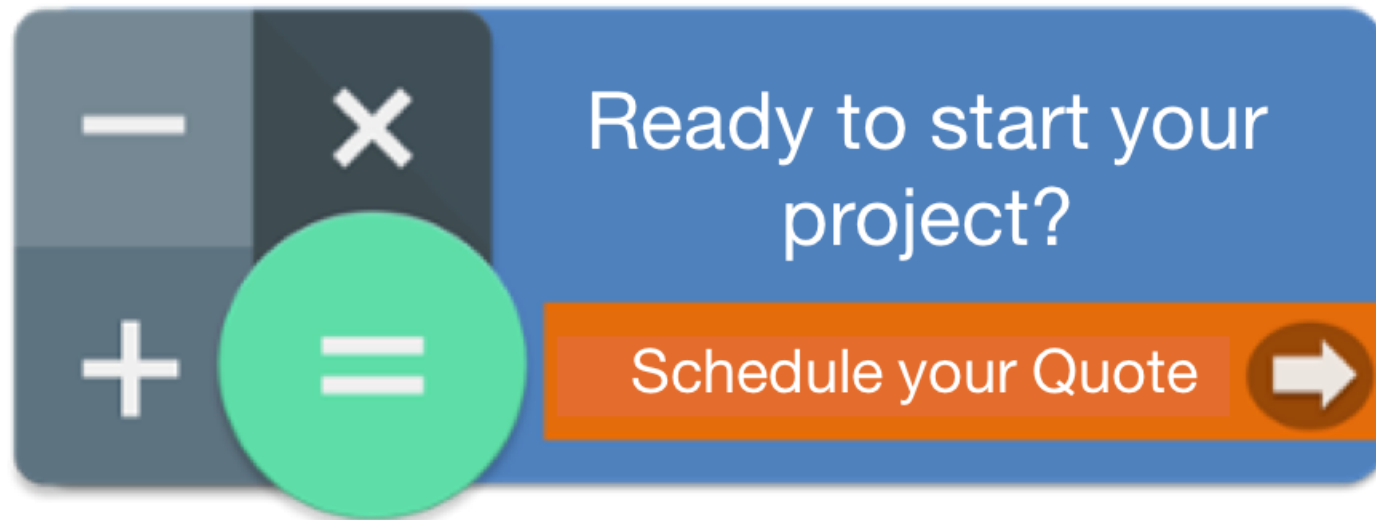
5 Things to Do at the End of This Webinar

1. Contact Los Angeles Department of Building & Safety with any questions ladbs.org/soft-story
2. Find a licensed design professional who can evaluate & design your project at seaosc.org/find-an-engineer
3. Visit strongtie.com/softstory to find out more about soft story retrofit product solutions
4. Download the THP documents at hcidla.lacity.org/Tenant-Habitability-Program
5. Work with a licensed contractor to obtain cost and time estimates, including special inspections
<http://www.cslb.ca.gov/consumers/>



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