



City of Placerville, Development Services

Building Division

3101 Center Street, Placerville, CA 95667

(530) 642-5240

CONSTRUCTION WITHOUT A PERMIT

'As-Built' Construction

Requirements when construction is done without a building permit or without inspection approvals during the construction process.

The City of Placerville is responsible for providing City residents with a safe environment in which to live, work, and raise families. The Building Division helps do this by administering building codes to protect lives and property from the hazards of unsafe construction. Property owners also have a responsibility to provide a safe environment for occupants of any structures, and the community.

What is 'As-Built' Construction?

Structures, additions or alterations to structures, or basements constructed or finished without a building permit or without required inspections during the construction process as required by the California Building Code and the Placerville City Code.

How do I rectify 'As-Built' Construction?

Construction without inspections:

If construction has taken place without inspections then those inspection may need to be done by licensed professionals, as well as, the Building Division Inspector. When all inspections are conducted and approved under a valid building permit, an '*As-Built*' Certificate of Observable Compliance is issued. If the owner wishes to obtain a regular Certificate of Occupancy or Letter of Completion, all concealed construction must be exposed and fully inspected.

The Planning Division will also be a part of the review process to make sure the construction complies with zoning regulations for the property involved. For example a variance request or conditional use permit may be required depending on the location of the structure(s), its use, and zoning regulations for the site (i.e. lot coverage, setbacks, historic district, etc.).

Construction without a building permit:

Prior to applying for a building permit, a life-safety inspection may need to occur. This inspection will determine if any imminent, life-safety corrections are required and what, if any, components of the finished construction need to be verified as code-compliant by independent, licensed plumbing and heating professionals or if structural and foundation components need to be evaluated by a California licensed engineer.



Also mandatory will be proof that all required inspection approvals for electrical work have been obtained under a valid permit issued by the City of Placerville, Building Division. In most cases a letter from a State of California Licensed C-10 Electrical Contractor will be required.

Life-Safety Inspections Checklist

When the building inspector or the building owner is completing the life-safety inspection 'As-Built' checklist, the checklist can be used as a guideline. The checklist is not meant to be all-inclusive of Building Code requirements, but rather used as a guideline for use by the inspectors to determine permit and inspection requirements for the structure. Upon request, Code Compliance staff will supply a copy of the completed checklist to the owner when a meeting is held with the owner to obtain or renew an expired permit.

Code Compliance staff will meet with the property owner after the life-safety inspection to explain the permit renewal or application process. The application must include an 'Agreement Concerning Existing 'As-Built' Construction' for the structure, addition, basement or garage conversion, electrical, mechanical, plumbing work or other work.

Building Permit Applications

A building permit is issued and a final building inspection is performed after all approvals from applicable departments are obtained and final permit fees are paid**. Note: All corrections noted by inspection staff and licensed professionals, if any, must be completed prior to final inspection approval.

When final inspection approvals are obtained under the permit, including approvals from all other required agencies (i.e. County Health, Engineering, Planning, Fire, etc.) an 'As-Built' Certificate of Observable Compliance' will be issued.

Depending on the findings of the inspector during the life-safety inspection, permit or renewal applications may need to contain one or all of the following documents:

- Seven copies of a site plan (see site plan handout for more information).
- Two copies of a floor layout plan, drawn to scale (1/4" = 1'), showing dimensions of each room, the use of each room, location of all heating and sanitation appliances, location of floor drains, location of smoke alarms, etc.
- Two copies of exterior elevation photos.
- Certification letter from a California licensed structural engineer (for structural and foundation work), a certification letter from a licensed plumbing and/or heating contractor (for plumbing and heating work), and proof that all required inspection approvals for electrical work have been obtained under a valid permit issued by the City of Placerville, Building Division. In most cases a letter from a State of California Licensed C-10 Electrical contractor will be required.

These professionals must check the work completed and certify that all completed construction meets the building, mechanical, and/or plumbing codes adopted by City of Placerville and the Electrical Code adopted by the State of California. If the work does not meet code requirements, detailed drawings and/or a list of corrections describing what needs to be done to bring the construction up to code are required.

- For wood stoves, the manufacturer's installation requirements must be available in the structure. If specifications are not available, the wood stoves must meet minimum requirements for clearances to combustible materials, and be EPA (Environmental Protection Agency) approved.



Certification Letter - Instructions for Preparation

Depending on the extent of the existing construction, a California licensed plumber and heat/vent contractor, California licensed electrician (if applicable), and/or a California registered structural engineer must visit the site, review the existing work, and complete a certification letter to be submitted for a plan review along with a permit or renewal application.

When the plan review is completed, a permit will be renewed or issued. Any structural repairs required by the licensed engineer can then be completed. Inspection staff will inspect changes required by these professionals, if any, and perform all other required inspections.

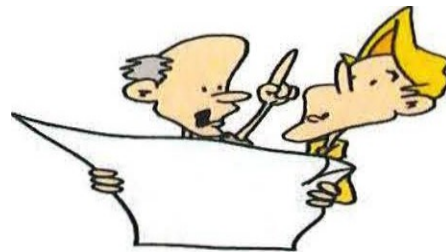
The following sample certification forms and letters are attached:

- Plumbing Certification
- Heating Certification
- Electrical Certification
- Engineer Certification

'As-Built' Life-Safety Inspection Checklist

Agreement Concerning Existing 'As-Built' Construction

'As-Built' Certification of Observable Compliance



**An investigation fee, in addition to the permit fee, may be collected whenever any work for which a permit is required has been commenced without first obtaining a permit. The Investigation fee is equal to the amount of the building fee. The fee may be waived if the work was completed by a previous owner.

Plumbing & Fuel/Gas Certification

I, _____ a California licensed plumber, based upon my on-site inspection, review of plans and/or calculations submitted, or to be submitted for a building permit, and my own calculations, hereby certify that the plumbing and/or fuel/gas systems for the structure intended for use as (described structure):

Located at (provide address):

_____ Has been constructed in conformance with all applicable plumbing codes of State of California Building Code; or

_____ Has been constructed in conformance with all applicable fuel/ gas codes of State of California Building Code; or

_____ Enclosed is a list of corrections that need to be completed before the plumbing and/or fuel/ gas systems can comply with all applicable plumbing/fuel gas codes of State of California, Building Code.

DATED: _____

Name of California Licensed Plumber:

Sign here: _____

California Plumber License No.: _____

Address: _____

City, State, Zip: _____

Telephone Number: _____

Email Address: _____

Mechanical & Fuel/ Gas Certification

I, _____ a California licensed contractor, based upon my on-site inspection, review of plans and/or calculations submitted, or to be submitted for a building permit, and my own calculations, hereby certify that the Mechanical/Fuel Gas systems for the structure intended for use as (described structure):

Located at (provide address):

_____ Has been constructed in conformance with all applicable mechanical codes of State of California Building Code; or

_____ Has been constructed in conformance with all applicable fuel gas codes of State of California Building Code; or

_____ Enclosed is a list of corrections that need to be completed before the mechanical/fuel gas systems can comply with all applicable mechanical/fuel gas codes of State of California, Building Code.

DATED: _____

Name of California Licensed Contractor:

Sign here: _____

California Contractor License No.: _____

Address: _____

City, State, Zip: _____

Telephone Number: _____

Email Address: _____

Electrical Certification

I, _____ a California licensed electrician, based upon my on-site inspection, review of plans and/or calculations submitted, or to be submitted for a building permit, and my own calculations, hereby certify that the electrical systems for the structure intended for use as (described structure):

Located at (provide address):

_____ Has been constructed in conformance with all applicable electrical codes of State of California Building Code; or

_____ Enclosed is a list of corrections that need to be completed before the electrical systems can comply with all applicable California electrical codes adopted by the City of Placerville.

DATED: _____

Name of California Licensed Electrician:

Sign here: _____

California Electrical License No.: _____

Address: _____

City, State, Zip: _____

Telephone Number: _____

Email Address: _____

Engineer Certification

I, _____ a California registered structural engineer or California registered civil engineer with expertise in “structural design,” based upon my on-site inspection, review of plans and/or calculations submitted, or to be submitted for a building permit, and my own calculations, hereby certify that the certain structure intended for use as (described structure):

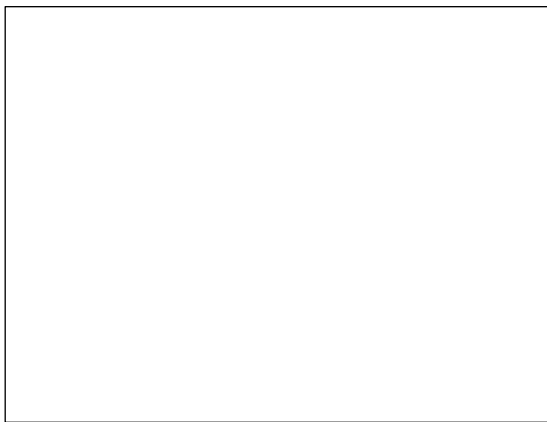
Located at (provide address):

_____ Has been constructed in conformance with all applicable California building codes adopted by City of Placerville; or

_____ Enclosed is a list of corrections that need to be completed before the structure will comply with all applicable California building codes adopted by the City of Placerville.

DATED: _____

Engineer's Seal



Name of California Licensed Engineer:

Sign here: _____

California Contractors License No.: _____

Address: _____

City, State, Zip: _____

Telephone Number: _____

Email Address: _____

Date _____ Assessor's Parcel No. _____ - - _____	CITY OF PLACERVILLE PERMIT APPLICATION Part 20 "AS BUILT" 7/13/21	Permit No: _____ Site Address: _____
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**STATEMENT CONCERNING EXISTING "AS BUILT" CONSTRUCTION
(FOR WORK PERFORMED WITHOUT A CONSTRUCTION PERMIT)**

The property located at _____ , hereby request a permit for and final inspection of the installation or construction work described in the application for Building Permit Number _____ , which work was completed or covered without obtaining a permit and/or without the required inspections being performed during construction. I understand and agree the City of Placerville, Building Division will perform a final inspection based on currently observable conditions in order to assess code compliance of such work, some or all of which may be concealed by permanent construction and finish material. I further understand that it may not be practical or possible for the City of Placerville, Building Division to verify full compliance with the currently adopted building codes. I understand if the City of Placerville, Building Inspector discovers any violations of the currently adopted building codes during the final inspection the violations must be resolved. I further understand upon resolution of all violations, if any, and approval of the final inspection, an **'As-Built Certificate of Observable Compliance'** will be issued.

Print Name (clearly): _____

Signature: _____ Date: _____

Engineer's letter stating foundation and other structural work meets minimum building code requirements.

Description of work: _____

Electrical contractor's letter stating observable work meets minimum code requirements.

Description of work: _____

Plumbing contractor's letter stating observable work meets minimum code requirements.

Description of work: _____

Mechanical contractor's letter stating observable work meets minimum code requirements.

Description of work: _____

Required owner's letter stating all construction was completed pursuant to minimum code requirements and the approved set of plans, if any.

Description of work: _____

Energy Code Title 24 Compliance document (if applicable)

Fire District notification letter

This application shall be attached to and submitted with the Building Division building permit application.

“As-Built”
(built without benefit of a permit)
City of Placerville
Life-Safety Inspection Checklist
(Does Not Include Inspections for Structural Elements of the Building)

Date: _____ Person Contacted: _____

Address: _____

Bldg Size: _____ Parcel No.: _____

Bldg Use: _____ Permit No.: _____

Checklist

- _____ All plumbing fixtures installed pursuant to minimum code requirements and hooked up to an approved septic, vault or public sewer, if SFD.
- _____ Heating system, furnace and water heater properly installed and working. Flue vent height, vent termination, vent cap and adequate combustion air for gas appliances. Gas pipe shut-off in appropriate places. Gas appliances are not allowed in bedrooms.
- _____ Verification from a California licensed electrician that home is safe.
- _____ All stairs, handrails and guardrails installed per current code.
- _____ Smoke detectors in bedrooms, hallways, and each level (may be battery-operated if unable to hard wire).
- _____ Carbon monoxide alarms within 15 feet of bedrooms.
- _____ Dryer vent and bath fan ducts termination to outside.
- _____ Fireplace and woodstove meet minimum code requirements.
- _____ Egress windows, window wells, and window well ladders installed per code.
- _____ Firewalls, fire doors and any other fire separation requirements complete to code regulations.
- _____ Safety glazing in place in required locations per code.
- _____ Moisture resistant – roof doesn’t leak and positive drainage away from dwelling.
- _____ Other life-safety issues identified by the building inspector (identify on back of this form).

Corrections required: ___ Yes ___ No (identify correction on the back of this form).

****A code modification may be requested subject to the approval of the Building Official to approve any inspection corrections that were allowed by a previous code but not allowed by the current code.***



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Code Modification Request

Date: _____

Address: _____

Building Permit #: _____

Parcel #: _____

Property owner's name: _____

Property owner's email: _____ Telephone #: _____

Property owner's signature: _____

Type of building: _____

I would like to request a code modification/adjustment from the City of Placerville Building Division for:

Building Official comments: _____

Building Official Signature: _____ Date: _____

Building Official (Printed): _____



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AS-BUILT CERTIFICATE OF
OBSERVABLE COMPLIANCE

PERMIT #: _____

CERTIFICATE ISSUANCE DATE: _____

At the time of permit issuance (for work completed without a construction permit), components of this structure were concealed by permanent construction and/or finish materials. This As-Built Certificate of Observable Compliance certifies that all observable construction components are in compliance with minimum requirements of the State of California Building Code (adopted by the City of Placerville) regulating building construction and use.

PERMIT TYPE:

WORK DISCRIPTION:

OWNER(S): _____

OWNER(S) ADDRESS: _____

CONTRACT INFORMATION:

TELEPHONE: _____

EMAIL: _____

CONSTRUCTION ADDRESS: _____

Steven Stokes, Building Official

Date