

ATTACHMENT A

STAFF'S PROPOSED REGULATIONS FOR DRAFT SOFT-STORY ORDINANCE

A. PROCESS & TIMELINES

- A Notice is mailed notifying property owners of the requirement to retrofit their soft-story building.
- Within three (3) years of the date of the notice, owners must submit retrofit plans to the City and obtain a building permit.
 - If an owner believes their building is not a soft-story structure and should not be required to complete the retrofit, the owner may submit a screening form which shall demonstrate whether the structure conforms to the City's earthquake design provisions. The retrofit requirement applies if the screening form concludes that the structure does not comply with the City's earthquake design provisions.
- Within five (5) years of the date of the notice, owners must complete construction and finalize building permit.

B. PRIORITIES

- Soft-story buildings are categorized into one of three priority groups.
- Notices are mailed in approximately six (6) month increments to each of the priorities. Notices are mailed first to the owners of buildings/units in Priority 1, then to owners of buildings/units in Priority 2, and then to owners of buildings/units in Priority 3.
- The priorities are as follows:

| <i>Priority</i> | <i>Priority Description</i> |
|---------------------|--|
| <i>Priority I</i> | Buildings with 3 or more stories; buildings containing 25 or more units; Historic buildings, and buildings with affordable housing units |
| <i>Priority II</i> | Buildings containing 10 to 24 units |
| <i>Priority III</i> | Buildings not falling within the definition of Priority I or II |

C. TECHNICAL REQUIREMENTS

- The ordinance will include minimum standards for seismic safety according to the *American Society of Civil Engineers (ASCE) 7 standards*, or currently adopted edition, for minimum design loads and associated criteria for buildings and other structures, and/or with the *Residential Voluntary Measures (Appendix A-4)* of the California Building Codes as they pertain to weak and/or soft wall line deficiencies, lateral vertical systems and horizontal structural irregularities.

D. PENALTIES

- Enforcement action, including issuance of Administrative Citations and possible Notice on title of property, will be taken if a property owner fails to comply with any of the requirements of this program.