



## MEMORANDUM

**To:** Santa Barbara County Building and Safety Offices

**From:** Mike Zimmer, Building Official

**Date:** March 30, 2006

**RE:** Legalization of Existing Residential or Accessory Structures Built Without Permits or Inspections

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The Division of Building & Safety is required to process plans for structures which have been constructed without permits or inspections. As-built structures must meet the requirements of the currently adopted California Building, Electrical, Plumbing and Mechanical Codes and the Santa Barbara County Building Code Ordinance. Applicants will be required to submit plans for review, obtain a permit and obtain field inspection approval. Structures built without permits or inspections may pose many unique, site-specific construction issues. The following is a list of requirements which are common to most projects, but not all of these requirements will apply to every project:

### RESPONSIBILITIES OF THE PERMIT HOLDER

1. Foundation size and depth to be determined by exposing a two foot portion of the existing foundation at a minimum of three locations as determined by the field inspector.
2. If required, provide a written report from a qualified testing agency stating that the reinforcing steel is installed according to the approved plans. Ultrasonic, non-destructive testing is typically used for this purpose.
3. Slab-on-grade construction: expose anchor bolts and associated hardware connecting the structure to the foundation for inspection at a minimum of three (3) locations. Raised foundations: provide under floor access for field inspection of structure attachment to foundation.
4. Provide written verification by an engineer, licensed by the State of California, that the building is in compliance with the current California Building Code(s), **if** required by plan review.
5. Expose components of the electrical system by removing cover plates from receptacles, fixtures, main and distribution panels, as required by the field inspector.
6. The field inspector may require premises wiring to be reviewed and certified by a licensed electrical contractor if substantial hazardous wiring methods or practices are prevalent throughout the electrical system.
7. The field inspector must have the opportunity to inspect the components of the plumbing system. This is achieved by removing sections of wallboard and concrete slab if necessary, access panels and other plumbing components as required by the inspector. Provide a gas pressure test on all gas lines. Verify that all plumbing components are installed in compliance with the current California Plumbing Code.
8. The field inspector must have the opportunity to inspect the components of the mechanical system. This may be achieved by obtaining access to the furnace and portions of the duct system. Verify that all mechanical exhaust systems are installed in compliance with the current California Mechanical Code.