

# COMPLIANCE WITH OMC 15.27

Alain Placido, SE  
City of Oakland  
Bureau of Building

“Soft-Story” Workshop  
July 17, 2019

**OMC 15.27 COMPLIANCE TIER SCHEDULE**

Assigned COMPLIANCE TIER	<b>STEP 1</b> Document that building is  <b>NOT A SUBJECT BUILDING</b>	<b>STEP 2</b> Document that building is eligible for a  <b>LATER COMPLIANCE TIER</b>	<b>STEP 3</b> Perform mandatory  <b>EVALUATION REPORT</b> and submit <b>INITIAL AFFIDAVIT OF COMPLIANCE</b>	<b>STEP 4</b> Obtain  <b>RETROFIT PERMIT</b> or submit Target Story <b>EVALUATION REPORT</b>	<b>STEP 5</b> Perform retrofit work and obtain approval on  <b>FINAL INSPECTION;</b> submit <b>FINAL AFFIDAVIT OF COMPLIANCE</b>
NON-SUBJECT BUILDING	2/21/2020	NA	NA	NA	NA
TIER 1-LB or TIER 1-NR	2/21/2020	2/21/2020	2/21/2021	2/21/2022	2/21/2023
TIER 2	2/21/2020	2/21/2020	2/21/2022	2/21/2023	2/21/2024
TIER 3	2/21/2020	NA	2/21/2023	2/21/2024	2/21/2025

## OMC 15.27 COMPLIANCE TIER SCHEDULE

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TIER 3	2/21/2020	NA	2/21/2023	2/21/2024	2/21/2025



**Planning and Building Department**  
250 Frank Ogawa Plaza, 2<sup>nd</sup> Floor  
Oakland, CA 94612

## Petition for Exemption

Oakland Municipal Code Section 15.27.050

This petition form is provided for owners of buildings that might be subject to Oakland Municipal Code (OMC) Chapter 15.27: Mandatory Seismic Evaluation and Retrofit of Certain Multi-Unit Residential Buildings. The form is authorized by Section 15.27.050. Bureau of Building staff are authorized to require additional information as needed.

### Instructions

- Submit this form:
  - As a pdf attachment, by email to [MandatorySoftStoryRetrofit@oaklandca.gov](mailto:MandatorySoftStoryRetrofit@oaklandca.gov), with "Petition for Exemption form submittal" in the subject line, or
  - As a hardcopy by U.S. mail or in person to:  
Mandatory Soft Story Retrofit Program  
250 Frank H. Ogawa Plaza Suite 2340  
Oakland, CA 94612
- To request a later Compliance Tier, do not use this form. Use the separate "Petition for Change of Compliance Tier" form.
- This form might require the certification of a California licensed design professional (architect, civil engineer, or structural engineer). When required, it is the building owner's responsibility to engage a qualified design professional.
- Terms shown in **bold, italic font** are defined in OMC Section 15.27.150. The definitions are provided after Part 2 below.
- Additional line-by-line explanations and examples are provided in a separate document, Petition-for-Exemption-Instructions, available at <https://www.oaklandca.gov/topics/SSRetrofit/>.

PARCEL NUMBER \_\_\_\_\_  
PROPERTY ADDRESS \_\_\_\_\_  
OWNER(S) \_\_\_\_\_

Does this petition replace or supplement a previously submitted petition for the same building?  *Yes*  *No*

### PART 1 – CONTACT INFORMATION

Owner telephone \_\_\_\_\_ Owner email \_\_\_\_\_

Owner mailing address \_\_\_\_\_

Authorized agent (optional) \_\_\_\_\_ Agent telephone \_\_\_\_\_ Agent email \_\_\_\_\_

Agent mailing address \_\_\_\_\_

**CONDOMINIUM OWNERS:** Submit only one form with one set of contact information for each building. List all parcel numbers comprising the building here:

\_\_\_\_\_

OMC Chapter 15-27: Petition for Exemption  
Page 2 of 3

PARCEL NUMBER \_\_\_\_\_

**PART 2 – WORKSHEET**

	<i>Yes</i>	<i>No</i>
1. Was the building originally constructed or permitted for construction before January 1, 1991, or designed based on an adopted version of the 1985 or earlier edition of the Uniform Building Code?	<input type="checkbox"/>	<input type="checkbox"/>
Notes: _____		

- If Yes:** Continue to Question 2.  
**If No:** The building is tentatively exempt from OMC Chapter 15.27.
- Skip Questions 2 and 3.
  - Complete the Owner/Agent portion of Part 3.
  - Submit this petition form. Bureau of Building staff are authorized to require additional information as needed. If approved, the Bureau of Building will confirm the exemption in writing.

	<i>Yes</i>	<i>No</i>
2. Does the building contain five or more <i>Dwelling Units</i> ?	<input type="checkbox"/>	<input type="checkbox"/>
Notes: _____		

- If Yes:** Continue to Question 3.  
**If No:** The building is tentatively exempt from OMC Chapter 15.27.
- Skip Question 3.
  - Complete the Owner/Agent portion of Part 3.
  - Submit this petition form. Bureau of Building staff are authorized to require additional information as needed. If approved, the Bureau of Building will confirm the exemption in writing.

Question 3 requires the input of a California licensed design professional (architect, civil engineer, or structural engineer). It is the building owner's responsibility to engage a qualified design professional.

	<i>Yes</i>	<i>No</i>
3. Does the building have a <b>Wood Frame Target Story</b> ?	<input type="checkbox"/>	<input type="checkbox"/>
If No, indicate also which of these conditions is true: <input type="checkbox"/> The building has no <b>Target Stories</b> . <input type="checkbox"/> The building has one or more <b>Target Stories</b> but none is a <b>Wood Frame Target Story</b> .		
Design Professional's Notes: _____		

- If Yes:** The building is subject to OMC Chapter 15.27. Do not submit this petition form.  
**If No:** The building is tentatively exempt from OMC Chapter 15.27.
- Complete all of Part 3.
  - Submit this petition form. Bureau of Building staff are authorized to require additional information as needed. If approved, the Bureau of Building will confirm the exemption in writing.

**DEFINITIONS (OMC Section 15.27.150)**

**Dwelling Unit.** A Dwelling Unit shall include any individual residential unit in a building with R-1 or R-2 occupancy, as well as any guest room, with or without a kitchen, in either a tourist or residential hotel or motel but shall not include a housekeeping room. Any unit occupied as a Dwelling Unit, whether approved or not approved for such use, shall be counted as a Dwelling Unit.

**Target Story.** A Target Story shall mean either (1) a basement story or underfloor area that extends above grade at any point or (2) any story above grade, where the wall configuration of such basement, underfloor area, or story is substantially more vulnerable to earthquake damage than the wall configuration of the story above, except that a story is not a target story if it is the topmost story or if the difference in vulnerability is primarily due to the story above being a penthouse or an attic with a pitched roof.

**Wood Frame Target Story.** A Wood Frame Target Story means a Target Story in which a significant portion of lateral or torsional story strength or story stiffness is provided by wood frame walls.

PARCEL NUMBER \_\_\_\_\_

**PART 3 – DESIGN PROFESSIONAL & OWNER AFFIDAVIT**

**DESIGN PROFESSIONAL**

Under penalty of perjury, I certify that the information provided in Part 2 of this petition is based on information provided by the Owner/Agent identified below, on my personal review of the building and its records, or on review by others acting under my direct supervision, and is correct to the best of my knowledge.

_____	(Professional Stamp Here)
Date stamped and signed	
_____	
Name	
_____	
Firm name (optional)	
_____	
Telephone	_____
Email	_____

**OWNER / AGENT**

Under penalty of perjury, I certify that the information provided in Part 1 of this petition is correct to the best of my knowledge.

_____	_____	<input type="checkbox"/> Owner
Signature	Date	<input type="checkbox"/> Agent

**FOR BUREAU OF BUILDING USE ONLY**

Form appears incomplete, or more information is needed regarding:	The form appears complete and is assumed correct based on
PART 2 – Worksheet	Design Professional and Owner/Agent Affidavits. <input type="checkbox"/>
Pre-1991 or pre-1985 UBC <input type="checkbox"/>	Building is subject to OMC Chapter 15.27. <input type="checkbox"/>
Dwelling Units <input type="checkbox"/>	Building is exempt from OMC Chapter 15.27. <input type="checkbox"/>
Wood Frame Target Story <input type="checkbox"/>	
PART 3 – Design Professional & Owner/Agent Affidavits <input type="checkbox"/>	BOB Reviewer: _____
	Date: _____

# EXEMPTION SCENARIOS

**SCENARIO 1** Building Contains Less Than 5 Dwelling Units

**SCENARIO 2** Building Built After 1990

Owner Submits Petition for Exemption Completing Parts 1, 2, and 3

ENGINEER NOT REQUIRED

# EXEMPTION SCENARIOS

## **SCENARIO 3** Building Does Not Contain a Wood-Frame Target Story (WFTS)

Owner Submits Petition for Exemption Completing Parts 1, 2, and 3

Engineer completes Parts 2 and 3 indicating no wood-frame target story and how that determination was made:

- Target Story consists entirely of Concrete/CMU structural elements
- Walls of potential target story uniformly dispersed and aligned with walls above
- Prior completed Voluntary Seismic Retrofit(s) have eliminated the target story

# EXEMPTION SCENARIOS

## **SCENARIO 4** Building Exempted from Screening Ordinance Based on Engineer's Evaluation of Target Story

- “Building does not have large openings...”
- “Building was seismically retrofitted...”
- “Your engineer has submitted an evaluation...”

Owner Submits Petition for Exemption Completing Parts 1, 2, and 3

ENGINEER NOT REQUIRED

# EXEMPTION SCENARIOS

## **SCENARIO 5** Building Exempted from Screening Ordinance Based on Evaluation Not Related to Target Story

“No Garage or Commercial Space on ground floor”

Owner Submits Petition for Exemption Completing Parts 1, 2, and 3

Engineer completes Parts 2 and 3, indicating no wood-frame target story exists... essentially Scenario 3

# EXEMPTION SCENARIOS - SUMMARY

**SCENARIO 1** Building Contains Less Than 5 Dwelling Units

**SCENARIO 2** Building Built After 1990

**SCENARIO 3** *Building Does Not Contain a Wood-Frame Target Story (WFTS)*

**SCENARIO 4** Building Exempted from Screening Ordinance Based on Engineer's Evaluation of Target Story

**SCENARIO 5** *Building Exempted from Screening Ordinance Based on Evaluation Not Related to Target Story*

## OMC 15.27 COMPLIANCE TIER SCHEDULE

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# EVALUATION AND SCHEMATIC RETROFIT REPORT

TECHNICAL BULLETIN TB15.27-2

Prepared by engineer and delivered to owner

Not to be submitted to City of Oakland



Planning and Building Department  
250 Frank Ogawa Plaza, 2<sup>nd</sup> Floor  
Oakland, CA 94612

## Technical Bulletin (TB) 15.27-2 Evaluation and Schematic Retrofit Report Template for Complying with Oakland Municipal Code Chapter 15.27

**Purpose:** This checklist and report template is provided for the convenience of owners and design professionals seeking to comply with OMC Chapter 15.27. Its use is not required. Where used, the design professional may remove or replace the header and introductory material and should add material identifying the subject building, the nature of the evaluation, etc.

**Scope:** OMC Section 15.27.050.C requires a written seismic evaluation and schematic retrofit report. Section 15.27.165 sets the evaluation criteria. Part B of TB 15.27-1 establishes the required minimum scope of the evaluation and schematic retrofit report. As noted in TB 15.27-1, the completed evaluation and schematic retrofit report need not be submitted to the Bureau of Building. Separate from the evaluation and schematic retrofit report to be produced by the design professional, OMC Section 15.27.050.F requires the Owner to submit an affidavit of compliance with these minimum requirements.

### Seismic Evaluation and Schematic Retrofit Report

Prepared for compliance with OMC Section 15.27.050.C in accordance with TB 15.27-1 Part B  
The following material is excerpted from ASCE 41-17 Table 17-38 for a performance objective of Nonstructural Life Safety with the BSE-1E hazard

C	NC	NA	U	SHUTOFF VALVES: Piping containing hazardous material, including natural gas, has shutoff valves or other devices to limit spills or leaks.
				Notes: Retrofit:
C	NC	NA	U	FLEXIBLE COUPLINGS: Hazardous material ductwork and piping, including natural gas piping, have flexible couplings.
				Notes: Retrofit:
C	NC	NA	U	UNREINFORCED MASONRY: Unreinforced masonry or hollow-clay tile partitions are braced at a spacing of at most 6 ft.
				Notes: Retrofit:
				<b>Masonry Veneer</b> Condition assessment: See ASCE 41-17 Section 4.2.1.
C	NC	NA	U	TIES: Masonry veneer is connected to the backup with corrosion-resistant ties. There is a minimum of one tie for every 2-2/3 square feet, and the ties have spacing no greater than 24 inches.
				Notes: Retrofit:
C	NC	NA	U	SHELF ANGLES: Masonry veneer is supported by shelf angles or other elements at each floor above the ground floor.
				Notes: Retrofit:

# INITIAL AFFIDAVIT OF COMPLIANCE

Owner acknowledges  
receipt of Evaluation and  
Schematic Retrofit Report

\*\*\*DATE\*\*\*

City of Oakland  
Bureau of Building  
250 Frank H. Ogawa Plaza, Room 2340  
Oakland, CA 94612

By email: [MandatorySoftStoryRetrofit@Oaklandca.gov](mailto:MandatorySoftStoryRetrofit@Oaklandca.gov)

Subject: Parcel Number: \*\*\*insert parcel number here\*\*\*  
Address: \*\*\*insert building address(es) here\*\*\*  
Affidavit of Compliance with OMC Section 15.27.050.F

To the Building Official:

As required by Oakland Municipal Code Section 15.27.050.C, I have commissioned and I have received a seismic evaluation and schematic retrofit report produced for the subject property by a qualified design professional.

In accordance with Oakland Municipal Code Section 15.27.050.F, I am submitting this letter as an affidavit to confirm that I have received the completed seismic evaluation and schematic retrofit report.

\*\*\*Signature\*\*\*  
Building owner

SAMPLE

## OMC 15.27 COMPLIANCE TIER SCHEDULE

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# ENGINEERING CRITERIA

## TECHNICAL BULLETIN TB15.27-1



Planning and Building Department  
250 Frank Ogawa Plaza, 2<sup>nd</sup> Floor  
Oakland, CA 94612

### **Technical Bulletin (TB) 15.27-1** **Engineering Requirements for Complying with** **Oakland Municipal Code Chapter 15.27**

#### **Contents:**

- Part A. Administrative Provisions
- Part B. Engineering Criteria for Mandatory Seismic Evaluation and Schematic Retrofit Report
- Part C. Engineering Criteria for Target Story Retrofit Using CEBC Chapter A4
- Part D. Engineering Criteria for Target Story Evaluation or Retrofit Using ASCE 41

#### **Part A. Administrative Provisions**

##### **A.1 Applicability**

**A.1.1. Purpose of this Bulletin.** The purpose of this Bulletin is to establish requirements and code official interpretations regarding compliance with Oakland Municipal Code (OMC) Chapter 15.27.

*Commentary:* OMC Chapter 15.27 was created by Ordinance 13516 with an effective date of January 22, 2019. The Chapter 15.27 provisions are available at [https://library.municode.com/ca/oakland/codes/code\\_of\\_ordinances?nodeId=TIT15BUCO\\_CHI5.27MASEEVRFCEMUITREBU](https://library.municode.com/ca/oakland/codes/code_of_ordinances?nodeId=TIT15BUCO_CHI5.27MASEEVRFCEMUITREBU)

*This Bulletin does not replace either the Ordinance or OMC Chapter 15.27. It is a supplement to the requirements in the Ordinance and the OMC, produced by the Bureau of Building in accordance with OMC Section 15.27.180, which authorizes the Bureau, as the designee of the City Administrator, to develop "interpretations, clarifications, forms, and commentary to facilitate implementation of the engineering criteria and other requirements [of OMC Chapter 15.27]."*

*Electronic copies of this bulletin and other program materials are available at the program's website: [www.oaklandca.gov/topics/ssretrofit](http://www.oaklandca.gov/topics/ssretrofit)*

**A.1.2. Use of this Bulletin.** This Bulletin addresses the engineering requirements of OMC Chapter 15.27, as follows:

- Mandatory seismic evaluation of building components other than the structural system of any target story, as required by OMC Sections 15.27.050.C and 15.27.165, shall comply with Part B of this Bulletin.
- Except where compliance by evaluation is demonstrated, mandatory seismic retrofit of the target story or stories, as required by OMC Sections 15.27.050.D and 15.27.170, shall comply with either Part C or Part D of this Bulletin.
- Evaluation of the target story or stories to demonstrate compliance without retrofit, as allowed by OMC Sections 15.27.050.D and 15.27.170, shall comply with Part D of this Bulletin.

*Commentary:* The term "target story" is defined in OMC Section 15.27.150 and in Parts C and

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# FINAL AFFIDAVIT OF COMPLIANCE

\*\*\*DATE\*\*\*

City of Oakland  
Bureau of Building  
250 Frank H. Ogawa Plaza, Room 2340  
Oakland, CA 94612

By email: [MandatorySoftStoryRetrofit@Oaklandca.gov](mailto:MandatorySoftStoryRetrofit@Oaklandca.gov)

Subject: Parcel Number: \*\*\*insert parcel number here\*\*\*  
Address: \*\*\*insert building address(es) here\*\*\*  
Affidavit of Compliance with OMC Section 15.27.050.F

To the Building Official:

As required by Oakland Municipal Code Section 15.27.050.C, I have commissioned and I have received a seismic evaluation and schematic retrofit report produced for the subject property by a qualified design professional.

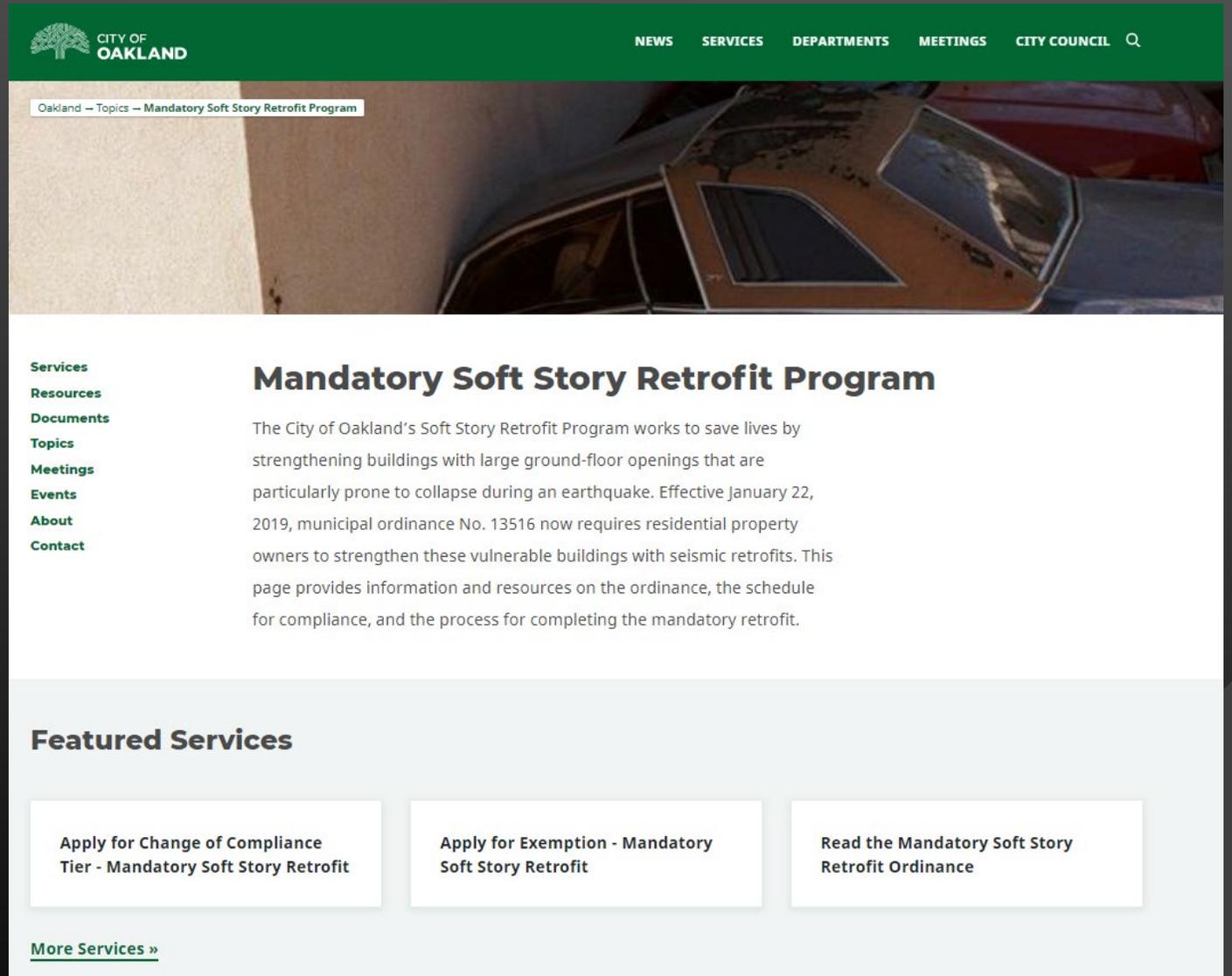
In accordance with Oakland Municipal Code Section 15.27.050.F, I am submitting this letter as an affidavit to confirm that I have received the completed seismic evaluation and schematic retrofit report.

\*\*\*Signature\*\*\*  
Building owner

# SOFT-STORY WEBSITE

<https://www.oaklandca.gov/topics/ssretrofit>

- Petition for Exemption Form
- Change of Compliance Tier Form
- FAQ's
- Technical Bulletins
- Ordinance Document
- List of Potential Subject Buildings
- Rent Adjustment Program
- Contact Information



The screenshot shows the City of Oakland website page for the Mandatory Soft Story Retrofit Program. The page features a green header with the City of Oakland logo and navigation links for News, Services, Departments, Meetings, and City Council. Below the header is a breadcrumb trail: Oakland — Topics — Mandatory Soft Story Retrofit Program. The main content area includes a sidebar with a vertical list of navigation links: Services, Resources, Documents, Topics, Meetings, Events, About, and Contact. The main heading is "Mandatory Soft Story Retrofit Program", followed by a paragraph explaining the program's purpose: "The City of Oakland's Soft Story Retrofit Program works to save lives by strengthening buildings with large ground-floor openings that are particularly prone to collapse during an earthquake. Effective January 22, 2019, municipal ordinance No. 13516 now requires residential property owners to strengthen these vulnerable buildings with seismic retrofits. This page provides information and resources on the ordinance, the schedule for compliance, and the process for completing the mandatory retrofit." Below this is a "Featured Services" section with three white boxes containing links: "Apply for Change of Compliance Tier - Mandatory Soft Story Retrofit", "Apply for Exemption - Mandatory Soft Story Retrofit", and "Read the Mandatory Soft Story Retrofit Ordinance". At the bottom of the featured services section is a link for "More Services »". The footer of the page features the City of Oakland logo and name.