



BEVERLY HILLS

455 North Rexford Drive, Beverly Hills, CA 90210

Community Development Department

tel 310.285.1113

email: retrofit@beverlyhills.org

SCREENING FORM

For existing wood-frame multi-family buildings with soft, weak, or open front walls

The Screening Form is the first milestone set forth in Ordinance 18-O-2767 and Title 9, Chapter 5, Article 4 of the Beverly Hills Municipal Code for the retrofit of existing wood-frame multi-family buildings with soft, weak, or open front wall. The Screening Report is intended to provide additional information to determine if a building is in the scope of the ordinance and a retrofit is required or if the building is exempt from further evaluation.

The building information provided in the screening form will be reviewed by the City of Beverly Hills to determine whether the seismic retrofit is required, in accordance with Ordinance 18-O-2767 and Title 9, Chapter 5, Article 4 of the Beverly Hills Municipal code.

The Screening Form must be prepared by a Design Professional (Civil Engineer, Structural Engineer, or Architect) licensed in the State of California.

Separate buildings on the same parcel require separate screening forms.

Additional information about the Seismic Retrofit Program can be found at:

<http://www.beverlyhills.org/softstory>



BEVERLY HILLS

455 North Rexford Drive, Beverly Hills, CA 90210

Community Development Department

tel 310.285.1113

email: retrofit@beverlyhills.org

SCREENING FORM

For existing wood-frame multi-family buildings with soft, weak, or open front walls

Section 1: Building & Owner Information

Building Information:

Building Address:			
Parcel Number:		Year Built:	
Living Units:		No. of Stories above Grade:	
Basement:	Full <input type="checkbox"/>	Partial <input type="checkbox"/>	None <input type="checkbox"/>

Owner Information:

Name:			
Mailing Address:			
City, State:		Zip Code:	
Phone:		Email:	



SCREENING FORM

For existing wood-frame multi-family buildings with soft, weak, or open front walls

Section 2: Scope of Determination & Building Type (to be completed by a Design Professional licensed in the State of California).

- | | <u>Yes</u> | <u>No</u> |
|---|--------------------------|--------------------------|
| 1. Was the original permit for construction applied for before January 1, 1978? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Is the first story of the building Type V (wood-frame) construction? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Does the building have an open wall line(s) or open ground floor parking on the first floor similar to the configuration(s) exhibited on Page 8? | <input type="checkbox"/> | <input type="checkbox"/> |

If Yes, which configurations apply? **Type:** A B C D E
(Check All that Apply)

If any of the questions 1 through 3 above are No: The building may be exempt from compliance with Title 9, Chapter 5, Article 4 of the Beverly Hills Municipal code.

If ALL three of the questions 1 through 3 are marked Yes: The building is subject to compliance with Title 9, Chapter 5, Article 4 of the Beverly Hills Municipal code. Complete Section 3 and 5.

Previous Retrofit: Has the building been retrofitted previously? Yes No

If yes, complete section 4 also.



SCREENING FORM

For existing wood-frame multi-family buildings with soft, weak, or open front walls

Section 3: Plan/Elevations Sketches & Photographs

In order to determine the status of the building and its compliance with Title 9, Chapter 5, Article 4 of the Beverly Hills Municipal code, the following documents shall be submitted as attachments and reviewed by the Community Development Department.

- 1) Provide a floor plan¹ of the ground floor, with dimensions and preferably to scale.
The plan shall include the following:
 - a. A dotted outline of the floor above the ground floor
 - i. include the locations and dimensions of balconies, cantilevers, and setbacks
 - b. Provide labels identifying areas of different use or occupancy
 - c. Indicate north with an arrow and show street names lining the property
- 2) Provide elevations¹ of the perimeter walls indicating width of openings and total length of wall (openings shall include windows, doors, etc.)
 - a. Indicate apparent wall material (e.g. wood frame, steel frame, concrete, block or brick)
- 3) Provide photos² of the perimeter walls
 - a. Indicate which elevation the photo shows (e.g. north, south, east, west)
 - b. Please provide a date the photo was taken
- 4) Identify Scope of Retrofit
 - a. Clearly identify on the drawings which lines are to be retrofitted.

Upon review of the documents listed above, the Community Development Department may require additional information.

Note: ¹Documents to be in 8 ½ x11 or 11x17 format only.

²For elevations visible from the street using Google Street View, snapshots will be accepted as long as the entire wall face is visible and not blocked by any obstructions.



SCREENING FORM

For existing wood-frame multi-family buildings with soft, weak, or open front walls

Section 4: Previous Retrofit

Has a previous seismic retrofit been completed? Yes No

Does the previous completed seismic retrofit meet or exceed the requirements of Title 9, Chapter 5, Article 4 of the Beverly Hills Municipal code? Yes No

If yes, please provide the permit number _____

Please attach supporting documentation to include drawings and supporting calculations for review by the Community Development Department.

List Attachments Below:



BEVERLY HILLS

455 North Rexford Drive, Beverly Hills, CA 90210

Community Development Department

tel 310.285.1113

email: retrofit@beverlyhills.org

SCREENING FORM

For existing wood-frame multi-family buildings with soft, weak, or open front walls

Section 5: Building Determination, Design Professional Statement, Owner Acknowledgment

Building Status of Compliance with Title 9, Chapter 5, Article 4 of the Beverly Hills Municipal Code

(Please check 1 box only):

Non- Exempt – Building is to be retrofitted in accordance with Title 9, Chapter 5, Article 4 of the Beverly Hills Municipal code.

Exempt – Building is not subject to compliance with the ordinance due to the information provided in Sections 2 or all soft, weak, open wall lines have been previous retrofitted in compliance with Title 9, Chapter 5, Article 4 of the Beverly Hills Municipal code as indicated in Section 4.

Design Professional

Under penalty of Perjury, I certify that the information provided in this screening form is based on my personal review of the building and its records, or review by others acting under my direct supervision, and is correct to the best of my knowledge.

Date Stamped and Signed

Firm Name

Design Professional Telephone

Design Professional Email

(Sign and Stamp)

5.2 Owner Acknowledgment

I have reviewed this form with the Design professional and understand the conclusions of this screening report.

Signature

Date



BEVERLY HILLS

455 North Rexford Drive, Beverly Hills, CA 90210

Community Development Department

tel 310.285.1113

email: retrofit@beverlyhills.org

SCREENING FORM

For existing wood-frame multi-family buildings with soft, weak, or open front walls

FOR DEPARTMENT OF BUILDING & SAFETY DIVISION ONLY

Based on the design professional's statements, the Screening Form appears to be complete and is acceptable to the City of Beverly Hills as presented by the design professional

The following sections of the Form are incomplete (see below):

- Section 1: Building & Owner Information
- Section 2: Scope of Determination & Building Type
- Section 3: Plan / Elevation Sketches & Photographs
- Section 4: Previous Retrofit
- Section 5: Professional Statement and Owner Acknowledgment

List additional information that is needed:

Community Development Department Reviewer: _____
Signature Date



BEVERLY HILLS

455 North Rexford Drive, Beverly Hills, CA 90210

Community Development Department

tel 310.285.1113

email: retrofit@beverlyhills.org

SCREENING FORM

SWOF Building Configurations:

