



BUILDING DIVISION
Community Development Department
City of Burbank

DIVISION POLICIES- PROJECT APPROVAL

Policy No. BD/PA-0021

DATE: **08/04**

SUBJECT:
Certifications

POLICY REFERENCE:
CBC Sec 108.1; BMC Sec 7-1-108.5.2

1. A California State licensed surveyor shall certify the location and setbacks of all construction prior to the first foundation inspection. A copy of the certification shall be available to the Building Division inspector for the job file.

This requirement shall apply to the following:

- A. On a rectangular lot, any construction 2 feet or less from a side, rear, corner or front setback line, including a garage, patio, porte cochere, other accessory structure, or second story construction.
- B. On a rectangular lot, any construction 2 feet or less from a public utility easement, including a garage, patio, porte cochere, other accessory structure, or second story construction.
- C. Any construction encroaching into a side, rear, corner, or front setback on any lot.
- D. Any construction encroaching into a public utility easement on any lot.
- E. Any construction on an irregular lot, flag lot, hillside lot, or any non-rectangular lot.
- F. When required by the Building Official.

EXCEPTION:

Any project with a substandard side yard or rear yard setback submitted for plan check prior to June 22, 2004. This exception does not apply to public utility easements, or front yard setbacks.

2. A California State licensed surveyor shall certify the garage pad, drive, and drive slope of all subterranean or semi-subterranean garage construction prior to the first foundation inspection. A copy of the certification shall be available to the Building Division inspector for the job file.

The following Building Code section shall apply:

CBC SECTION 108 – INSPECTIONS

108.1 General.

A survey of the lot may be required by the building official to verify that the structure is located in accordance with the approved plans.

BMC SECTION 7-1-108.5. REQUIRED INSPECTIONS.

The Building Official, upon notification from the permit holder or his/her agent, shall make the following inspections and shall either approve that portion of the construction as completed or shall notify the permit holder or his/her agent wherein the same fails to comply with this code:

108.5.2 FOOTING OR FOUNDATION INSPECTION.

Footing and foundation inspections shall be made after excavations for footings are complete and any required reinforcing steel is in place. For concrete foundation, any required forms shall be in place prior to inspection. Materials for the foundation shall be on the job, except where concrete is ready mixed in accordance with ASTM C 94, the concrete need not be on the job.

Approved: John Cheng Date: 8/16/2004
John Cheng, Asst. Community Development Director/ Building Official

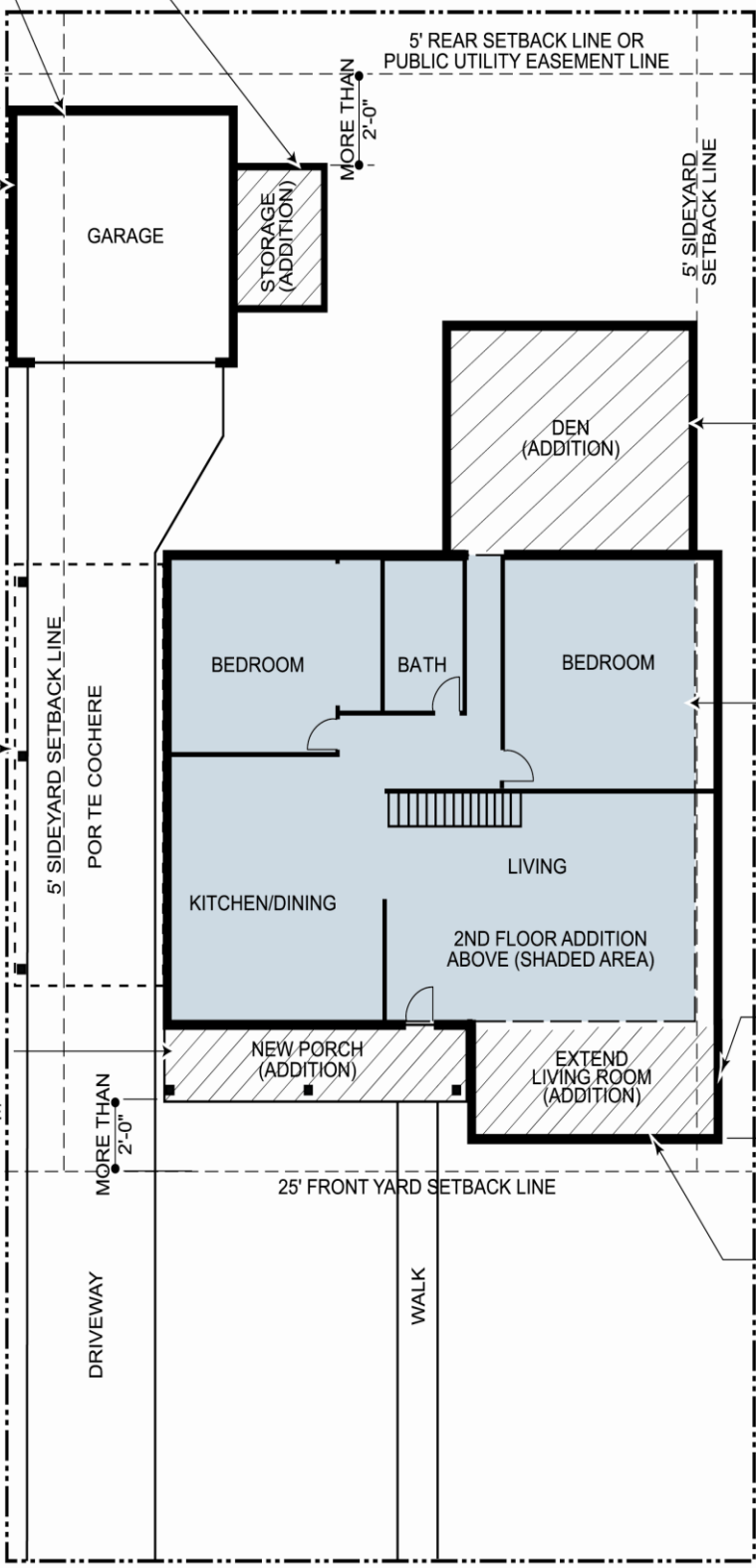
NO CERT. REQ'D FOR ADDITION MORE THAN 2'-0" FROM SETBACK OR EASEMENT LINE

CERT. REQ'D- 2'-0" OR LESS FROM EASEMENT LINE

CERT REQ'D- ENCROACHMENT INTO SETBACK

CERT. REQ'D FOR PORTE COCHERE- ENCROACHMENT INTO SETBACK

NO CERT. REQ'D FOR ADDITION MORE THAN 2'-0" FROM FRONTSETBACK LINE



SIDEWALK

PARKWAY

STREET

5' REAR SETBACK LINE OR PUBLIC UTILITY EASEMENT LINE

MORE THAN 2'-0"

2'-0" OR LESS

5' SIDEYARD SETBACK LINE

5' SIDEYARD SETBACK LINE

PORTE COCHERE

DRIVEWAY

WALK

GARAGE

STORAGE (ADDITION)

DEN (ADDITION)

BEDROOM

BATH

BEDROOM

KITCHEN/DINING

LIVING

2ND FLOOR ADDITION ABOVE (SHADED AREA)

NEW PORCH (ADDITION)

EXTEND LIVING ROOM (ADDITION)

CERT. REQ'D FOR BUILDING AT 5'-0" SETBACK LINE OR WITHIN 2'-0" OF SETBACK LINEH

CERT. REQ'D FOR 2ND FLOOR ADDITION 5'-0" SETBACK LINE OR WITHIN 2'-0" OF SETBACK LINE

CERT. REQ'D - MINOR EXCEPTION FOR SUBSTANDARD SETBACK

CERT. REQ'D- WITHIN 2'-0" OF FRONT SETBACK LINE