



City of rancho Cucamonga

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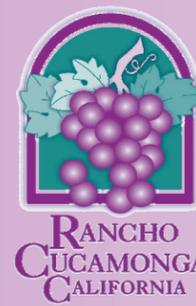
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The Buzz in Building

"Dedicated to public safety and the quality of life by fostering strong relationships with residents, construction industry and the business community"

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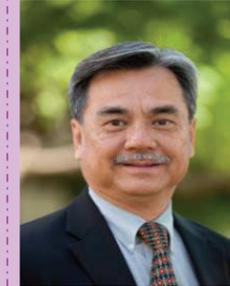
CITY HOLIDAYS

Monday, May 28, 2012
(Memorial Day)

Wednesday, July 4, 2012
(Fourth of July)

****REMINDER****

City Hall is closed every Friday, but Code Enforcement services are available on Fridays



MESSAGE FROM THE BUILDING & SAFETY SERVICES DIRECTOR

Trang Huynh, P.E., C.B.O.

RANCHO CUCAMONGA'S DEVELOPMENT CODE UPDATE

City Council adopted the 2010 General Plan, which serves as a long-range policy document that guides the development of the City. The 2010 General Plan Update includes a comprehensive Implementation Plan, which establishes actions the City will pursue to implement the goals of the General Plan Update over the course of 15-20 years. Many of the implementation measures include modifying the Development Code.

In April 2011 the City Council entered into a professional Services Agreement with Pacific Municipal Consultants (PMC) to facilitate a comprehensive Development Code Update. As part of the foundation for the proposed changes to the Development Code, PMC conducted stakeholder interviews with a variety of internal and external groups including commercial and residential developers, real estate brokers and property managers, engineers and architects, sign companies, historic preservation groups, police and fire just to name a few. A public workshop was held in July 2011 where the community was asked to complete a scorecard to poll opinions on key issues and opportunities. There were eleven clear objectives established as a result of this process, and in September 2011 staff was provided an administrative draft of the Development Code for review. In January 2012, PMC provided a document incorporating final changes.

The Development Code will undergo the following process before it is taken to the City Council for adoption:

- **April 19, 2012:** Public Workshop
- **May 2, 2012:** Joint meeting of City Council and the Planning Commission

(Continued on page 5)

CITY DEPARTMENTS NUMBERS

BUILDING AND SAFETY SERVICES.....	(909) 477-2710
CODE ENFORCEMENT.....	(909) 477-2712
FIRE CONSTRUCTION SERVICES.....	(909) 477-2713
BUSINESS LICENSE DIVISION.....	(909) 477-2700
ENGINEERING DEPARTMENT.....	(909) 477-2740
PLANNING DEPARTMENT.....	(909) 477-2750
RANCHO CUCAMONGA FIRE DISTRICT.....	(909) 477-2770
RANCHO CUCAMONGA POLICE.....	(909) 477-2800
GRAFFITI HOTLINE.....	(909) 481-7999
WEST VALLEY VECTOR CONTROL DISTRICT.....	(909) 635-0307
CUCAMONGA VALLEY WATER DISTRICT.....	(909) 987-2591
RC ANIMAL CARE & SERVICES.....	(909) 466-PETS (7387)
PUBLIC HEALTH DEPARTMENT - ENVIRONMENTAL HEALTH SERVICES DIVISION	(909) 458-9673

NEWS FROM OUR:

PLAN CHECK & PERMIT DIVISION



The 2010 California Building Code and the City of Rancho Cucamonga Ordinance 834 outlines construction that requires a building permit from the Building and Safety Services Department. The following are guidelines regarding the need for building and other construction permits. They are general guidelines and not meant to cover every circumstance.

BUILDING PERMITS

Permits are required for all building construction and most repair work, detached structures, relocating walls and room partitions, replacing windows and doors, converting attics and lofts to habitable space, converting garage space to any other than parking, replacing roofs, construction or modification of retaining walls, block walls, most masonry work, decks, patio covers, pools, and portable spas.

ELECTRICAL PERMITS

An Electrical Permit is required for all work related to the electrical system in a building. All permanent wiring, replacement of built-in appliances, replacement of circuit breaker panels and sub-panels, and installation of wiring to stationary items such as A/C units.

PLUMBING PERMITS

A Plumbing Permit is required for installing, removing, altering, repairing, or replacing any plumbing, gas or drainage system, or any fixture for water heating or treatment. This includes water heaters, garbage disposals, dishwashers, tubs, sinks, toilets, showers, and water softener units.

MECHANICAL PERMITS

A Mechanical Permit is required for installing, altering, repairing, or replacing the mechanical system in a building. This includes heat, air conditioning, refrigeration units, range hoods and mechanical exhaust fans, and dryer vents.

FIRE PERMITS

A Fire Permit is required for installing, altering or replacing fire sprinklers, fire alarms, and fuel storage tanks.

If you are doing improvements to your home or business, please contact the **Building and Safety Services Department at (909) 477-2710 ext. 4224**, and speak to a Public Services Technician before beginning construction.

QUICK STAT:

Things are looking promising. As we finish out the first quarter of 2012, we see a slight upward trend in the number of permit activities, inspection requests, and the number of reported code enforcement cases; which when compared to the same time period last year, it could be a possible sign of recovery.



MOBILEHOME PARK INSPECTIONS *(continued)*

2. The area under and around the unit is to be inspected, and any accumulation of rubbish, combustible debris or stored material or accumulation of paper, leaves, dry grass, scrap wood material, etc., is to be removed..
3. To assure safe exiting during an emergency, remove any obstruction which would prevent the exterior doors from opening. Hasps and padlocks that are installed on the exterior of your home are to be removed; exit doors which are locked from the outside cannot be opened trapping you inside.
4. A mobile home unit must have the required three (3) foot clearance from an each lot line. If the mobile home unit is placed within three (3) feet of a lot line, relocation may be required.
5. Each mobile home unit is to be currently registered and is to display the appropriate registration, license plates, or local property taxation decal.
6. If a mobile home is rented or leased. It must bear a label or insignia indicating the manufacturer's compliance with the appropriate ANSI Standard or a Department insignia issued prior to January 1, 1999.
7. The gas system connector should be inspected. It should be a single flexible gas connector not over six (6) feet in length, listed for exterior use, and must not be buried or otherwise in contact with the ground.

Awnings and screens that are attached to homes sometimes are added by homeowners that don't realize that the home was not manufactured to support additional weight. For this reason, adding an awning or screened in area to your home must be done with a construction permit.

Other common violations are missing handrails and guardrails along the steps and porches of manufactured homes. The law states that handrails must be present if there are more than two steps attached to the home. Guardrails must be present on porches that are 30 inches from the ground. While these handrails and guardrail requirements seem strict, statistically most injuries in manufactured home parks are caused by falls in and around one's own home. These are the typical, correctable violations that are most commonly seen immobile home parks.

If the City's inspector discovers a violation on your lot or home, you will receive a Notice of Violation by U.S. mail listing the violations to be corrected. The notice will allow sixty (60) calendar days to correct most violations. Violations that present an imminent health and safety hazard representing an immediate risk to life, health, or safety will be required to be corrected immediately. After the expiration of the time allowed for correction, the City will conduct a re-inspection to verify compliance with any issued Notice of Violation. The park operator will only receive a copy of the "Final Notice of Violation", listing those violations that remain uncorrected at your lot after a sixty (60) day correction period.

Should you require any additional information regarding the mandated inspection program, please feel free to contact **Mark Berg**, Building Inspection Supervisor in **Building and Safety Services Department**, at **(909) 477-2710 ext. 4203**.



A MESSAGE FROM:

CODE ENFORCEMENT DIVISION

As the weather warms up and we all start getting ready for outside recreational activities, we want to remind our residents of some very important safety concerns.

RECREATIONAL VEHICLES (RV): Remember to park your RV in a secured and approved area so that they are not obscuring the line of sight of oncoming vehicles from children at play or other oncoming cars. Also, remember that RV's can only be parked on the driveway for no more than 48 hours before and after your trip.

PORTABLE BASKETBALL HOOPS: Children love to play basketball in the street, but keeping the basketball hoop in the street can be obtrusive to pedestrians, motorists, and children at play. We highly recommend that all basketball hoops remain on private property and off of public sidewalks and roadways.

A SAFETY MESSAGE FROM RC FIRE PROTECTION DISTRICT



With the temperatures rising, more children will keep themselves busy by playing in water activities like swimming pools, lakes, and even at the beach, but be aware of potential water dangers! No matter if the water is two inches or five feet deep, it only takes a second for a child to drown. The City of Rancho Cucamonga Fire Protection District is reminding parents and adults to be water wise and never leave your child alone in or around water. Make sure that you are actively supervising and watching your child while in the water, and try to avoid any unnecessary distractions. If you have to walk away from your child for any length of time, be sure to have your child exit the water until you return.

For more information on water safety, contact **Kelley Donaldson**, Public Education Specialist for the Rancho Cucamonga Fire Protection District at **(909) 477-2770 ext. 3008**

CONSUMER TIPS FOR DESIGNING PROJECTS

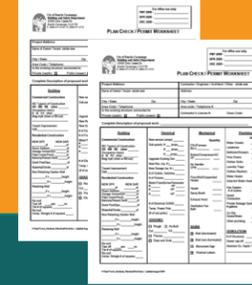
When contracting with a designer for a project, remember to use the "4-C" rule:

1. **CHECK** the references from recent clients with similar projects and don't forget to check with the Better Business Bureau and the California Architects Board and Landscape Architects Technical Committee (LATC) to see if there are any negative actions against your architect.
2. **CONTRACT:** Be sure that you get in a written contract the basic elements of the services that will be provided. Examples are, a description of the services, compensation, description of the procedure to terminate service; to name a few.
3. **COSTS:** Be sure to work with the architect or landscape architect to develop a realistic budget
4. **COMMUNICATE:** If things seem confusing, communicate the inconsistencies of your contract with the architect and/or landscape architect.

For more information, visit **The Board** at www.cab.ca.gov or **LATC** at www.latc.ca.gov

BUILDING & SAFETY UPDATED FORMS AND HANDOUTS

We've updated our Handouts!!



We have been experiencing a large number of customers who begin their projects based on outdated information that they have retrieved from the internet. Unfortunately, many of the forms and handouts that residents are downloading are retrieved from a basic "Google" search. As we continue to update our webpage to minimize duplication of information on the web, we are asking that all forms used for projects and quotes be downloaded directly from our Building & Safety Services webpage at www.CityofRC.us/bldgsafety.

If you are unable to access any forms online, please stop by our office or contact the Building and Safety Services Department at **(909) 477-2710 ext. 4224 or 4232** and one of our Public Service Technicians will be happy to help you.

GRADING DIVISION

WATER QUALITY MANAGEMENT PLAN UPDATE / REQUIREMENTS FOR CONSTRUCTION PROJECTS

The Regional Water Quality Control Board (RWQCB) recently adopted an updated Area-Wide Urban Storm Water Runoff Management Program. As part of this program, new model templates are now required for Storm Water Pollution Prevention Plans (SWPPP) and Water Quality Management Plans (WQMP). San Bernardino County and the City Co-Permittees; which the City of Rancho Cucamonga is a part of, have adopted a SWPPP which has been in effect since the middle part of last year. The WQMP model template is in the development stage. At the end of March 2012, the County and Co-Permittees submitted the WQMP template to the RWQCB for review. The RWQCB will review the template within thirty-days. If RWQCB staff approves the model template, then the Regional Water Quality Control Board will adopt the San Bernardino County WQMP model template at a public hearing; not yet scheduled. Ninety (90) days after approval by the RWQCB the model template would take effect.

The timeline for completion of this process isn't until September 2012. What this means is, new construction projects which have not been completed through the entitlement or permitting process with the City by then, will be required to be updated under the requirements of the new WQMP model template and requirements. A completed project is "grandfathered" in and will not be required to update to the new model. In Rancho Cucamonga, a project is considered complete when the Memorandum of Agreement of Storm Water Quality Management Plan has been recorded with the County's Recorder's Office.

The City of Rancho Cucamonga encourages and works with project applicants to complete their Water Quality Management Plans under the current template and requirements. If you currently have a project in the entitlement or permitting review process, and you would like to complete the project WQMP under the current requirements, please contact **Matthew Addington**, Associate Engineer, in the Building and Safety Services Department at **(909) 477-2710 ext. 4202**.

INSPECTIONS DIVISION

NOTICE OF STATE MANDATED MOBILEHOME PARK INSPECTION

Mobile home and Manufactured home communities provide desirable lifestyles at affordable costs, however, the nature of such community style living requires that each homeowner be responsible for maintaining their home and their lot to ensure that the community remains free of any illegal health and safety hazards.



To ensure that each Mobile Home park remains free from these hazards, State legislation was put into place in 1991 that ensures every mobile home park in the State of California is inspected every 5 to 7 years. California State Law requires that local agencies conduct inspections of all mobile home parks, including common areas and individual lots. Pursuant to Section 18400.1 of the State of California Health and Safety Code, the City of Rancho Cucamonga's Code Enforcement and Building and Safety Departments will be conducting these required inspections starting in the Fall of 2012.

The inspections will include the park's general areas, buildings, equipment and utility systems for proper maintenance and code compliance. Inspection of each lot will include proper identification of lot lines, park owned utilities, utility connections at each home, accessory structure maintenance, separation, and setback requirements, use of extension cords, fire hazards, rubbish and other health and safety issues. All park buildings and equipment enclosures shall be accessible for interior inspections at the time of the planned inspection. The inspection will also include a check for current registration of the Mobile Home units in each park.

The City will be hosting several workshops leading up to the planned inspections to allow each Park owners and managers to go over all the mobile home park requirements and be provided with a more detailed account of what City Staff will be looking for when conducting the inspection. All park owners and Park manager are encouraged to attend these workshops.

A "Notice of Planned Inspection" will be posted in a conspicuous location within each of the Mobile home Park that will be inspected as part of this program. Each inspection will be conducted within thirty (30) to sixty (60) days of the date posted shown on the inspection notice. Thirty (30) days prior to the inspection of a mobile home park, City staff will provide individual written notice of the inspection to each of the registered owners of each homes with a copy of the notice to the occupants, if different than the registered owners, and to the owner or operator of the mobile home park and the responsible person.

Upon request and prior approval by city staff, one park representative and one resident representative can accompany the inspector during the initial inspection. The privilege of attending these inspections is at the sole discretion of city staff. Under normal circumstances, the City will not be entering homes while conducting the inspections. The inspector may request entry only when conditions observed from the exterior of the home suggest that a potential hazard and or sub-standard condition exist within the home. However, the decision to grant or refuse entry into the home is up to each resident or homeowner. If the inspector requests entry and is permitted to enter the home, the resident or homeowner will be asked to sign a statement acknowledging their permission. The permission will authorize the inspector to enter the house on the date that is specified on the inspection form.

Prior to the City's inspection, park residents may eliminate many violations by inspecting their lots and facilities. The City will issue a notice of violation on some of the following conditions if found to endanger life, limb or health and safety of the public and occupants.

1. The general electrical conditions affecting the unit should be inspected to insure that extension cords are not used in lieu of permanent wiring. If there are appliances or other equipment installed outside a unit which require continuous electrical power, an approved wiring means must be provided.

(Continued on page 7)

DEVELOPMENT CODE UPDATE *(continued)*

- **May 23, 2012:** Meeting with Planning Commission
- **June 20, 2012:** Development Code will go before council for adoption

Key changes in the Development Code

Six key changes have been identified in the new Development Code:

1. **A more understandable Code Structure** - The current Code is made up of 17 chapters primarily broken down by land use type (ie. residential, commercial, industrial). The updated Code will instead consists of 8 Articles organized into smaller development centered chapters which allows for more logical organization of like items.
2. **More Meaningful Graphics** - The updated Code presents visually specific concepts that will include graphic representation of "360-degree architecture" which will allow staff to work with developers to visually convey the quality of design.
3. **Decreased Processing Review Time** - To allow smaller projects to move through the review process more quickly, these such projects will be shifted from Planning Commission review to an Administrative review by staff with the approval from the Planning Director.
4. **Comprehensive Land Use Table** - To provide a more efficient mode of locating and identifying approved land use, the new Code groups all land uses into one section of the Code. All uses will be listed in the new land use classification system, which is designed to group land use categories on the basis of a common function, product or compatibility characteristics.
5. **Updated Sign Regulations** - To maintain the high quality standards of the city, the new Code balances the need for increased flexibility in the number and placement of signs for economic development while maintaining a positive aesthetic visual.
6. **Green Building** - Rancho Cucamonga's commitment to sustainability and wants to encourage sustainability development in the City. Expedited project processing will be available to developers who voluntarily choose from two tiers of optional measures available and established by CalGreen.

The Public Draft Development Code implements many of the goals and policies of the General Plan and offers a comprehensive guide to the physical development of Rancho Cucamonga. The Development Code is designed to be more modern, logically organized and easy to understand for businesses, residents, staff and decision makers. We are excited to present this document, which represent new opportunities for economic development, while maintaining our commitment to creating a quality community.

If you would like to know more information, contact the **Jennifer Nakamura** in the Planning Department at **(909) 477-2750 ext. 4324**.