

BULLETIN: 2013 PRE-CHECK EXTENSION AND RENEWALS TO THE 2016 CBC

PURPOSE: The purpose of this bulletin is to provide adequate time for building manufacturers to prepare pre-check (PC) plans and obtain the Division of the State Architect's (DSA) approval before required use of 2016 PC plans due to adoption of the 2016 California Building Code (CBC).

1. 2013 PC PLANS EXTENSION: All PC drawings and specifications that are approved for compliance with the 2013 CBC, Title 24, California Code of Regulations will be accepted with applications submitted to DSA through **August 31, 2018**. This deadline has been extended to allow manufacturers to accommodate their high summer demand while obtaining approval of PC plans in compliance with the 2016 CBC. ←

Submission of PC Plans shall be in accordance with [PR 17-03: Procedure: Project Submittal Appointment Process](#). ←

With the exception of PC drawings and specifications as described in this bulletin, all other drawings and specifications included with project applications submitted to DSA on or after January 1, 2017 must comply with the requirements of the 2016 codes and referenced standards. An example of such drawings and specifications would include site drawings associated with the placement of the PC structure on the school site.

2. ADDITIONAL REQUIREMENTS EFFECTIVE JANUARY 1, 2017: The accessibility features indicated in any 2013 PC will be required to comply with the 2016 CBC when submitted to DSA for project-specific use. All drawings and specifications for the non-PC portion of a project submitted on or after January 1, 2017 must comply with the 2016 CBC, even if submitted with 2013 CBC PC plans.

3. APPLICATION FOR 2016 PC APPROVAL: The PC holder should submit a complete application package to DSA in accordance with the requirements of DSA Procedure [PR 07-01: Pre-Check Approval](#). A new application number will be assigned to the 2016 PC.

The 2016 PC application package must be submitted to the [DSA regional office](#) that has jurisdiction for the county in which the buildings will be manufactured. Questions regarding the expiration of PC drawings and specifications or the submittal process should be directed to the local DSA regional office.

4. REQUIREMENTS FOR APPROVAL: All 2016 PC plans and specifications must comply with all codes and referenced standards comprising the 2016 Title 24, California Code of Regulations, adopted by DSA.

DSA has developed structural design criteria documents as a tool for the responsible engineer to demonstrate code compliance. All criteria must be considered and incorporated accordingly in new or revised calculations and drawings.

See PR 07-01 for the requirements for PC approval. Note that PCs with an excess number of options should be broken into two or more smaller PCs in accordance with PR 07-01.

Attachment A to this bulletin outlines the additional submittal requirements to identify changes in plans and specifications related to code updates.

5. PC DESIGNS REQUIRED BY CODE TO HAVE AUTOMATIC FIRE SPRINKLER SYSTEMS: All PC designs that are required by code to have automatic fire sprinkler systems (AFSS) are subject to DSA policy [PL 10-01: Plan Submittal Requirements: Automatic Fire Sprinkler Systems \(AFSS\)](#). PC designs

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submitted to DSA for approval must include the AFSS; otherwise, over-the-counter review per DSA Policy [PL 07-02: Over-The-Counter Review of Projects Using Pre-Check Approved Designs](#) is not allowed.

6. 2016 CALIFORNIA ENERGY CODE: See Procedure [PR 18-02: Pre-Check \(PC\) Permanent and Modular Relocatable Building Designs CALGreen/Energy Code Compliance Review](#).

7. INCREMENTAL PROJECTS: Per DSA Interpretation of Regulations [IR A-11: Incremental Submittals](#), a subsequent increment must be submitted within 6 months of DSA approval of a previous increment, and all increments must be submitted to DSA within 12 months of the date of submittal of the initial application. For increments for which the 2013 CBC is applicable, 2013 PC designs may be used for all increments provided the 12 months has not elapsed. For increments for which the 2016 CBC is applicable, 2013 PC designs may only be used for those increments submitted between January 1, 2017 and May 31, 2018 provided the 12 months has not elapsed.

8. CODE REFERENCES REQUIRED ON PC COVER SHEET: Following is the list of building codes and standards that must be included on the cover sheet of any PC project drawings submitted for approval under 2016 Title 24 of the California Code of Regulations adopted by DSA:

TITLE 24 CODES:

- 2016 California Administrative Code (CAC)**..... (Part 1, Title 24, CCR)
- 2016 California Building Code (CBC), Volumes 1 and 2** (Part 2, Title 24, CCR)
(2015 International Building Code with 2016 California amendments)
- 2016 California Electrical Code** (Part 3, Title 24, CCR)
(2014 National Electrical Code with 2016 California amendments)
- 2016 California Mechanical Code (CMC)**..... (Part 4, Title 24, CCR)
(2015 Uniform Mechanical Code with 2016 California amendments)
- 2016 California Plumbing Code (CPC)** (Part 5, Title 24, CCR)
(2015 Uniform Plumbing Code with 2016 California amendments)
- 2016 California Energy Code** (Part 6, Title 24, CCR)
- 2016 California Fire Code (CFC)** (Part 9, Title 24, CCR)
(2015 International Fire Code with 2016 California Amendments)
- 2016 California Green Building Standards Code**.....(Part 11, Title 24, CCR)
- 2016 California Referenced Standards Code**.....(Part 12, Title 24, CCR)

REFERENCE CODE SECTIONS FOR APPLICABLE STANDARDS:

- 2016 CBC**, Chapter 35
- 2016 CFC**, Chapter 80

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ATTACHMENT A

PROCEDURE FOR UPDATING 2013 PRE-CHECK DESIGN DOCUMENTS TO THE 2016 CODE

1. **GENERAL:** The purpose of this attachment is to describe:
 - A method for identifying changes to the approved 2013 pre-check (PC) drawings and calculations. This method is to be used only on the 2016 PC application submittal drawing review sets; markings shall be removed from the Division of the State Architect (DSA) approved documents (stamped out or “record” set).
 - Written narratives to be included as part of the 2016 PC submittal describing each change to the drawings and calculations.

The method of mark-up and documentation described below streamlines the plan review process by allowing the DSA plan reviewer to focus on code-related modifications and manufacturer corrections, alterations, and additions being made.

2. **LIMITATIONS:** The procedures described in this Attachment are to be used only for 2016 PC applications that are a direct comparison to the approved 2013 PC design being replaced, and the calculations and drawings demonstrate satisfaction of the 2016 CBC and new design criteria. Minor additional modifications and additions in compliance with the 2016 CBC are allowed.

However, if major modifications or additions are being proposed to the approved 2013 PC design, contact the [DSA Regional Office](#) to arrange a meeting to determine if the new 2016 PC application can be efficiently reviewed as an *update*. If a *new* PC application must be submitted, a more comprehensive review is required.

For example, if a relocatable building PC is being updated to include a larger seismic ground motion option, that option would exceed the number of permissible seismic options in [PR 07-01](#), requiring a new (separate) PC application and review as a new PC.

3. **EXTENT OF PLAN REVIEW:** DSA’s goal in plan review of 2016 PC application submittals is to enable plan reviewers to focus easily on items that are directly affected by any current code requirements or manufacturer changes only.

In general, calculations, drawings and details shown to satisfy the 2016 CBC and new design criteria that are identical from the approved 2013 PC to the 2016 PC and not affected by current code requirements (including referenced standards) or manufacturer changes will not be commented on unless authorized by a DSA supervisor or regional manager. Where a 2016 PC submittal is substantially identical to the approved 2013 PC and has only updates due to the 2016 codes and referenced standards and corrections due to errors, the plan review will confirm satisfaction of the 2016 CBC and new design criteria and will focus on those affected drawings, details and calculations. In addition, with DSA supervisor or regional manager approval, the plan reviewer may extend the review and comment on unchanged details or calculations if a known issue or condition exists that requires updating or modification.

If a 2016 PC submittal has an addition of a major option (see PR 07-01, Appendix A), the plan review for this type of submittal would be much more extensive. See Section 2: Limitations, above, for the handling of this situation.

4. **CHANGE IDENTIFICATION SYSTEM:** All existing clouds shown on the approved 2013 PC drawings shall be removed from the 2016 PC plan review set.

The 2016 PC plan review drawings shall be clouded with two unique and visually distinct symbols, one for each of two separate categories of changes, as defined below. Change the line type of the cloud as specified below.

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Cloud identifiers shall be used on drawings for each of the change categories:

CATEGORY A: A **solid line** cloud will be used to identify the following:

- 2016 CBC related changes.
- Pickup of previously approved changes done by hand on the original approved documents.

CATEGORY B: A **dashed line** cloud will be used to identify the following:

- Manufacturer corrections to the drawings.
- Manufacturer revisions to existing details.
- Manufacturer additional details.
- Any other changes (i.e., deletions of details under 2013 approval). Clearly describe these changes.

5. NARRATIVE OF CHANGES TO THE DRAWINGS: Provide a written narrative in a separate letter-sized document describing individual changes. The document shall have a header on each page stating:

- The description of the PC that matches the drawings title sheet.
- Page number of the narrative.
- The date the document is updated.

Each change on the drawings shall have the following minimum description in the “Changes to Drawings” narrative:

- Number of the change, assigned sequentially (Example: Item 1).
- Indicate the plan review discipline affected by the change, as applicable:
 - Structural Safety (SS).
 - Access Compliance (AC).
 - Fire Life Safety (FLS).
 - CALGreen/Energy (HPS).
- Sheet number where the change being described occurs (Example: A1.0).
- Description of changed item, such as Plan Type, Detail Number, Elevation Number, or Schedule as applicable (examples: Ceiling Plan, Detail A, Side Elevation, Finish Schedule).
- For changes driven by 2016 code compliance, provide code section number.
- For all other items, the “Changes to Drawing” narrative shall contain a description of what was changed and the reason for the change.
- Where a change to the drawings requires calculations, the “Changes to Drawings” narrative description shall note the appropriate calculation sheet number(s).

Clouding of the sheet number only will indicate that the entire sheet is to be reviewed. The “Changes to Drawings” narrative shall describe all changes or additions individually.

6. 2013 PC COMPARISON SET: Provide three (3) half-size sets (copies for SS, ACS and FLS) of the latest approved 2013 PC drawings that will serve as a direct comparison set for to the 2016 PC application

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submittal review.

7. CALCULATIONS: A new set of complete calculations for the 2016 PC design, including updates and revisions to satisfy the 2016 CBC and design criteria, shall be submitted.

If the calculation set contains unchanged 2013 PC calculations in addition to revised or new 2016 PC calculations, submit both a complete set of combined calculations in addition to a copy of the revised or new calculations only under separate cover for the initial plan review.

If the engineer who is responsible for the 2016 PC calculations is different from the one responsible for the approved 2013 PC design, all calculations and drawings pertaining to the structural design shall be reviewed by DSA.

8. CALCULATIONS NARRATIVE: Attach, with the calculations, a calculations narrative describing the calculation changes and additions. This narrative is in addition to the “Changes to Drawings” narrative noted in Section 5.

The calculations narrative shall identify the following:

- 2016 CBC code-related changes.
- New calculations for manufacturer revisions or additions to the plans.
- Satisfaction of the 2016 CBC and new design criteria.

The calculations narrative shall be placed in front of the revised and added calculation.