



## Clarification on Plan Submittal Requirements

Due to recent inquiries made by Lawndale residents regarding plan submittal requirements, the Community Development Department has prepared this document to help clarify what projects require plans to be prepared by a **licensed architect or engineer**.

### Generally, the following Professional Design Limitations apply:

**Structural Engineers:** No limitations on designing any type of building.

**Architects:** May design any type of building with the exception of structural portions of hospitals.

**Civil Engineers:** May design any type of buildings with the exception of hospitals, schools, and building structures greater than 160 feet in height.

### The following types of projects **REQUIRE** an architect or engineer licensed by the State of California:

- New buildings, additions to existing buildings.
- Projects with interior or exterior structural alterations.
- Interior alteration with an occupancy change.
- Interior alteration with walls and partitions over 5'9" in height or ceiling work which cover a floor area greater than 3,000 square feet in B, F-1, F-2, 5-1, 5-2 and M occupancies.
- Storage racks over 8' in height.
- Interior alterations with changes to rated corridors, fire rated occupancy separations, or fire walls.
- Alteration with changes to means of egress system.
- Hazardous occupancy classifications of H-1, H-2, H-3, H-4, and H-5.
- Assembly occupancy classifications of A-1, A-2, A-2, A-3, A-4, and A-5.
- Hospital occupancy classifications of I-1, I-2, I-2, I-3, and I-4.
- School and day care E occupancy classifications.
- Hotel, motel, and apartment occupancies classifications of R-1 or R-2.
- Projects with S-1, S-2, S-3, or F-2 occupancy classifications.
- Projects with mixed occupancies.
- Tanks and vessels.
- Machinery and equipment requiring design per the 2013 California Building Code.
- Roof mounted mechanical equipment.
- Interior alterations in a high-rise building.
- Lateral force resisting systems utilizing poles embedded in the ground.
- Cripple walls exceeding 4' in height or adjacent to garage door openings.
- Any other project deemed by the Chief Building Official to require professional design by a California Registered Engineer or Architect.

# City of Lawndale Community Development Department

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## Wet Stamp Requirements from an Architect or Engineer

Title sheet of the calculations, specifications, reports and every sheet prepared by a licensed architect or engineer **must** have a wet stamp. The wet stamp must include the expiration date of the license and the signature and initial of the architect or engineer for each submittal.

The remaining sheets thereafter may display a copy of the seal or stamp and signature of the architect or engineer as long as the stamp and signature are on the original plans.

## An unlicensed person **MAY** prepare plans under the following conditions:

- Additions, remodels, garages, or accessory structures for one-story single-dwelling units (including basements) that meet conventional framing requirements and the scope of work does not exceed 600 square feet.
- Additions, remodels, garages, or accessory structures for one-story multi-family dwellings (including basements), with no more than four units on a lot, and the scope of work does not exceed 600 square feet.
- Non-structural store fronts, interior alterations or additions, fixtures, cabinetry, furniture, other appliances or equipment.

## References:

- **LA County Building Code** (§106.4.2 – Plans and Specifications, §2303.4.3.1 – Additional Requirements).
- **California Business and Professions Code** (§5501.1; §5535 – §5538 – Professions and Vocations Generally – Architecture).
- **California Business and Professions Code** (§6730 – §6749 – Professions and Vocations Generally – Professional Engineers).
- **California Health and Safety Code.**

**You may contact the Community Development Department at (310) 973-3230, Monday through Thursday, from 7 am to 6 pm, if you have any additional questions.**