

City of Larkspur Building Department  
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City of Larkspur Public Works Department  
(415) 927-5017

Central Marin Fire Department  
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City of Larkspur Planning Department  
(415) 927-5038

## COMMERCIAL TENANT IMPROVEMENT PROFESSIONAL DESIGN REQUIREMENTS

### PURPOSE:

*California Building Code Section 107.1* requires construction documents to be prepared by a registered design professional where required by the statutes of the jurisdiction in which the project is to be constructed. Where special conditions exist, the building official is authorized to require additional construction documents to be prepared by a registered design professional.

*The California Architectural Practice Act, Section 5538*, outlines the exemptions for projects which would not prohibit any person from designing nonstructural storefronts, interior alterations or additions:

"This chapter does not prohibit any person from furnishing either alone or with contractors, if required by Chapter 9 (commencing with Section 7000) of Division 3, labor and materials, with or without plans, drawings, specifications, instruments of service, or other data covering such labor and materials to be used for any of the following:

- a. For nonstructural or non-seismic storefronts, interior alterations or additions, fixtures, cabinetwork, furniture, or other appliances or equipment.
- b. For any nonstructural or non-seismic work necessary to provide for their installation.
- c. For any nonstructural or non-seismic alterations or additions to any building necessary to or attendant upon the installation of those storefronts, interior alterations or additions, fixtures, cabinetwork, furniture, appliances, or equipment, provided those alterations do not change or affect the structural system or safety of the building."

### POLICY:

This policy is to identify what constitutes a change or affect to the safety of the building. Projects may be assessed on a case-by-case basis by the Chief Building Official to determine if a licensed professional is required for the design.

The following items are considered to impact the structural or safety of a structure for determining professional design requirement of tenant improvements:

1. Any project which is required by State law due to structural design to be completed by a licensed professional.
2. Any project which requires fire rated assembly design or alters existing fire ratings.
3. Any project which changes the occupancy of a structure or space to a more restrictive occupancy.
4. Any project involving group A (Assembly) or group H (High-Hazard) occupancy.
5. Any project which alters existing rated corridors or requires new rated exit corridors, alters or reduces required exit access of the egress system, modifies/reduces/add required exit doors, or increases the occupant load.
6. Any projects which alters the existing disabled access features of the site or building creating disable access compliance issues.
7. Any project which requires modification of the fire sprinkler system.
8. Any project which reduces existing light and ventilation (natural or mechanical) for occupied spaces less than the minimum required by adopted codes, or a project with potential sanitation issues.
9. Any code enforcement case, upon review by City Staff, determined to be in major violation of City Codes and Zoning Laws.
10. Other project which, in the opinion of the Chief Building Official, create safety issues which have not been addressed properly by non-licensed professional.