

What will we look for?

When we look at your residence, we must ensure that the structure:

- is structurally sound; and
- Satisfies the requirements of the code in effect at the time the work was commenced, indicating the date the work commenced and the requirements of the code in effect on that date
- complies with all requirements of the current or appropriate code
- complies with the permit application and plans approved by the Building Department.

At a minimum, we will ensure that the following life-safety requirements must be complied with at all times:

- Means of egress or escape
- Hard-wired smoke detectors as required
- Ground fault interrupter (GFI) as required
- Full size pressure and temperature relief valve lines at water heaters
- All gas piping systems, as well as bonding to ground
- Handrails, if necessary
- Requirements of state laws or other preemptive laws, codes or standards in affect at the time of construction

What is the Amnesty Program?

Many people do not realize they need permits for various types of work or repairs on their homes or they have bought a home with undocumented additions or alterations.

This program provides the opportunity to bring undocumented projects into code compliance and retain the value of your investment without being penalized by double fees or code enforcement action.

This pilot program runs from July 1, 2010 through December 31, 2010.

For additional information come visit us at:

Stanislaus County
Building Permits Division
1010 10th Street, 3rd Floor
Modesto, CA 95354

OR

Call us at: (209) 525-6557

Opportunity is Knocking



Stanislaus County Residential Non-Permitted Construction Amnesty Program July 1 through December 31, 2010

Stanislaus County
Department of Planning and
Community Development
Building Permits Division
1010 10th Street, Suite 3400
Modesto, CA 95354
(209)525-6557
Fax(209)525-5911



Step 1 Pre Qualification Informational

Consultation: Potential applicants are encouraged to take advantage of this pre-qualification consultation with the Planning and Community Development Department (Planning Services and Building Permits) staff. It allows the applicant to gather enough information to find out if this program will work for them, without the fear of enforcement action. At this point of the process, the Building Permits Division or Code Enforcement will not pursue any form of abatement, compliance or citation action toward the property. Staff will inform the applicant of how the program works and what is needed to continue, so they can make an informed decision to enroll or not to enroll in the program. **YOU MAY BACK OUT AT NO COST, APPLICATION AND FEE ARE NOT REQUIRED**

Step 2 Enrollment Qualification Application Process: (You have decided to continue)

- Complete and submit an Application for the Amnesty Program along with a \$200 application fee.
- Provide a Site Plan identifying property lines, building footprints, patios, pools or other ancillary structures, water well and existing septic system.
- With your documentation (Assessor's Records, Grant Deed, Current Photograph's, Receipts, old contracts, purchase date etc.) The Planning and Building Department Staff will research and verify permit history, zoning requirements, land use, and set back issues with regards to establishing an original date of construction.
- At this time, an initial draft assessment will also be provided to determine if your project will qualify for the Amnesty Program.
- An estimate of fees will also be provided.
- Based on information provided, an estimated date of construction may be established.

YOU MAY STILL BACK OUT OF THE PROGRAM PRIOR TO THE INSPECTION OF SUBJECT PROPERTY

Step 3 Inspection (\$105.00 Fee Required) A mutually agreeable date and time will be set for County Inspectors to conduct an inspection of the subject property. Within 10 days following the inspection, the applicant will be provided with a written inspection report. The report will identify Health and Safety violations and related issues and items required such as: Documents needed for submittal, requirements from Zoning, Department of Environmental Resources, Public Works, and Fire Department when necessary. The report will also identify time lines and estimate of fees due upon Building Permit issuance.

Step 4. Appeal Process – Following receipt of the written inspection reports, should you disagree with the conclusions, you may file an appeal with the Building Code Board of Appeals within (20) days or Planning Commission within (10) days (depending on the subject of the appeal) from receipt of the inspection. A hearing date will be set and the Board will meet in an informal setting. Bring all of your documentation that supports your thought and present them to the Board. Planning Commission meetings are held the first and third Thursday of every month, and are a more formalized process. Staff will be available to explain the type appeal needed and specifics regarding the appeal process.

Step 5. Submittal of Additional Documents for Permit Issuance

In order to obtain a Building Permit, you may be asked to submit additional items, including Architectural Plans and or Engineering, Site Plan, Inspection Report or other documents. In certain instances, photographs and simple sketches may be accepted in lieu of detailed plans.

Step 6 Fee Calculation, Permit Issuance

Final Fees will be calculated and the permit issued.

Step 7. Inspections and Final Sign-off on the Permit

Inspections will be required during and after work is completed in order to verify compliance. There will be no additional charges for these inspections. If all work is completed in a satisfactory manner, Final sign off or Certificate of Occupancy will be issued by the Chief Building Official

Questions and Answers:

1. **How quickly must corrective work be completed?** Extreme health and life safety violations will be required to be corrected within (30) days. All necessary Building Permits and Zoning approvals must be obtained for the correction of other minor violations and any other work necessary to legalize the undocumented construction within one year from the program enrollment date. All necessary construction must be completed within one year from the date that Building Permits are issued.
2. **What happens if I do not agree with the findings of the Inspection Report and other agencies?** A Code Compliance Appeals Board has been created for this situation. Within (30) days from receipt of the Inspection Report you must file with the Appeals Board. A hearing date will be set and the Board will meet in an informal setting. Bring all of your documentation that supports your thoughts and present them to the Board.
3. **What happens if a property is sold after enrollment in the program?** Prior to any property sale or transfer of title, the County will require all necessary Building Permits for necessary repair or correction work to be obtained by the seller. Prior to the final close of escrow the seller would need to transfer the Building Permits to the new owner. The new owner would then be responsible for completion of all necessary correction work. There is no fee due for transfer of Permits.
4. **What Zoning and Building Codes must be complied with?** It will be necessary for the undocumented construction to comply with all Zoning and Building Codes and County Codes (Title 16) in effect at the time of original construction. The original date of construction will be researched and identified during the application process. The Building Official will establish the presumed date of construction for the undocumented construction.