

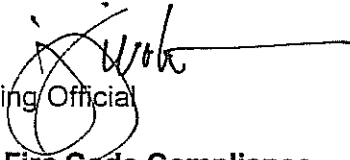


OFFICE OF DESIGN & CONSTRUCTION SERVICES

SANTA BARBARA, CALIFORNIA 93106-1030

December 20, 2007

TO: All Deans, Directors, Department Heads,
and MSO's

FROM: Jack Wolever 
Campus Building Official

RE: **Building and Fire Code Compliance**

Over the years there have been numerous instances of modifications made to existing facilities without review by campus authorities responsible for building and fire code compliance. As a result, code violations and unsafe conditions were created. Abatement has involved demolition and corrective repairs at the expense of the department performing the unauthorized work.

Please be advised that all construction projects, including modifications to existing facilities, must comply with state building code requirements and local, state, and federal agency regulations.

Within the Office of Environmental Health and Safety, the Campus Fire Marshal represents the State Fire Marshal and reviews all projects for compliance with and enforces the requirements of the fire code and state safety regulations including those regulating toxins, radiation, and industrial safety. The Department of State Architect reviews projects for compliance with the Americans with Disabilities Act. Within the Office of Design and Construction Services, the Campus Building Official reviews projects for compliance with and enforces the requirements of the building code.

It is unlawful for any person to construct, alter, enlarge, improve, or change the use of any building or structure in violation of code. No building or structure regulated by code shall be constructed, altered, enlarged, improved, or converted without the approval of the Campus Fire Marshal and the Campus Building Official. Approval typically takes the form of a Building Permit posted at the site of the work. This is the case for all properties owned or leased by the University.

Plans and specifications for new construction and modifications to existing facilities must be prepared by a licensed architect or engineer in conformance with state law. In accordance with UC policy, architects and engineers can be selected and hired only by the staff of Design & Construction Services or Physical Facilities.

All construction work, including modifications to existing facilities, must be performed by campus Operations and Maintenance staff, or by licensed contractors hired by, and under the direction of, Physical Facilities or Design & Construction Services. In accordance with campus policy, such work includes: fencing; painting; construction of partitions, doors, windows, floors, carpets, cabinets, shelving and other equipment attached to a structure; repairs and alterations to basic utility services such as wiring, gas, steam, vacuum, air, water, de-ionized water, sewer and drain lines. Licensed contractors may donate services under zero dollars or reduced fee contracts executed and managed by Physical Facilities or the office of Design and Construction Services. In accordance with campus policy, students, faculty, and staff, excluding Operations and Maintenance staff, are not permitted to perform construction work.

Departments may contract with office furnishings companies to supply and install office landscape partitions. The layout of office landscape partitions must conform to fire exiting requirements and accessibility requirements associated with ADA. Review of prepared layouts by EH&S prior to installation is required to avoid potential retrofit costs to conform to code requirements. If an electrical contractor is needed to connect landscape partition power wiring to building wiring systems, that Contractor must be hired by Physical Facilities.

Communications cabling may be installed by staff of Communications Services, by contractors working under the supervision of Communications Services or the Office for Information Technology, or by trained departmental staff. Communications cabling must conform to Campus Communication Standards, must conform to fire code requirements, and penetrations of rated floor and wall assemblies must conform to fire code requirements. Installation of conduit and raceway is considered construction and typically involves issuance of a Building Permit. Penetrations of rated assemblies must be inspected by EH&S.

Please cooperate with us to ensure that we are providing students, faculty, staff and visitors with a safe environment that conforms to code requirements.

cc: Chris Wiesen
David Chapman
Jackie Treadway
Pam Lombardo
Marc Fisher
Donna Carpenter
Martie Levy
Anna Galanis

amn/JJW