



CITY OF OAKLAND

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Department of Planning and Building

[www.oaklandnet.com](http://www.oaklandnet.com)

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**Earthquake Safety - Residential Buildings  
Soft-Story Seismic Screening Program  
Level 1 Screening Form - \$78.60 Filing fee**

**Alameda County Assessor's Records**

BUILDING ADDRESS _____	PTS _____
PARCEL NUMBER _____	YEAR BUILT _____
LIVING UNITS _____	BUILDING STORIES _____

**Step 1**

*Fill-in the Building Owner information below, and then go to Step 2.*

**Building Owner**

OWNER NAME _____	AGENT NAME _____
MAILING ADDRESS _____	_____
CITY/ STATE _____	_____
PHONE/ E-MAIL _____	_____

**Step 2**

*If one or more of the following criteria apply to your building, it may be exempt from the Soft-Story Seismic Screening Program (go to Step 6). If none of the criteria apply, go to Step 3.*

- 1. has fewer than 5 apartments or condominiums, or 2. was built after 1990, or 3. is a 1 story building, or
- 4. does not have parking or commercial space on the ground floor, or 5. was previously EQ retrofitted

**Step 3**

*Fill-in the Screener information below (see Step 6 and attached FAQ), and then go to Step 4a.*

**Soft-Story Screener**

NAME _____	COMPANY _____
MAILING ADDRESS _____	CITY/ STATE _____
PHONE/ E-MAIL _____	STATE LICENSE (AS APPLICABLE) _____

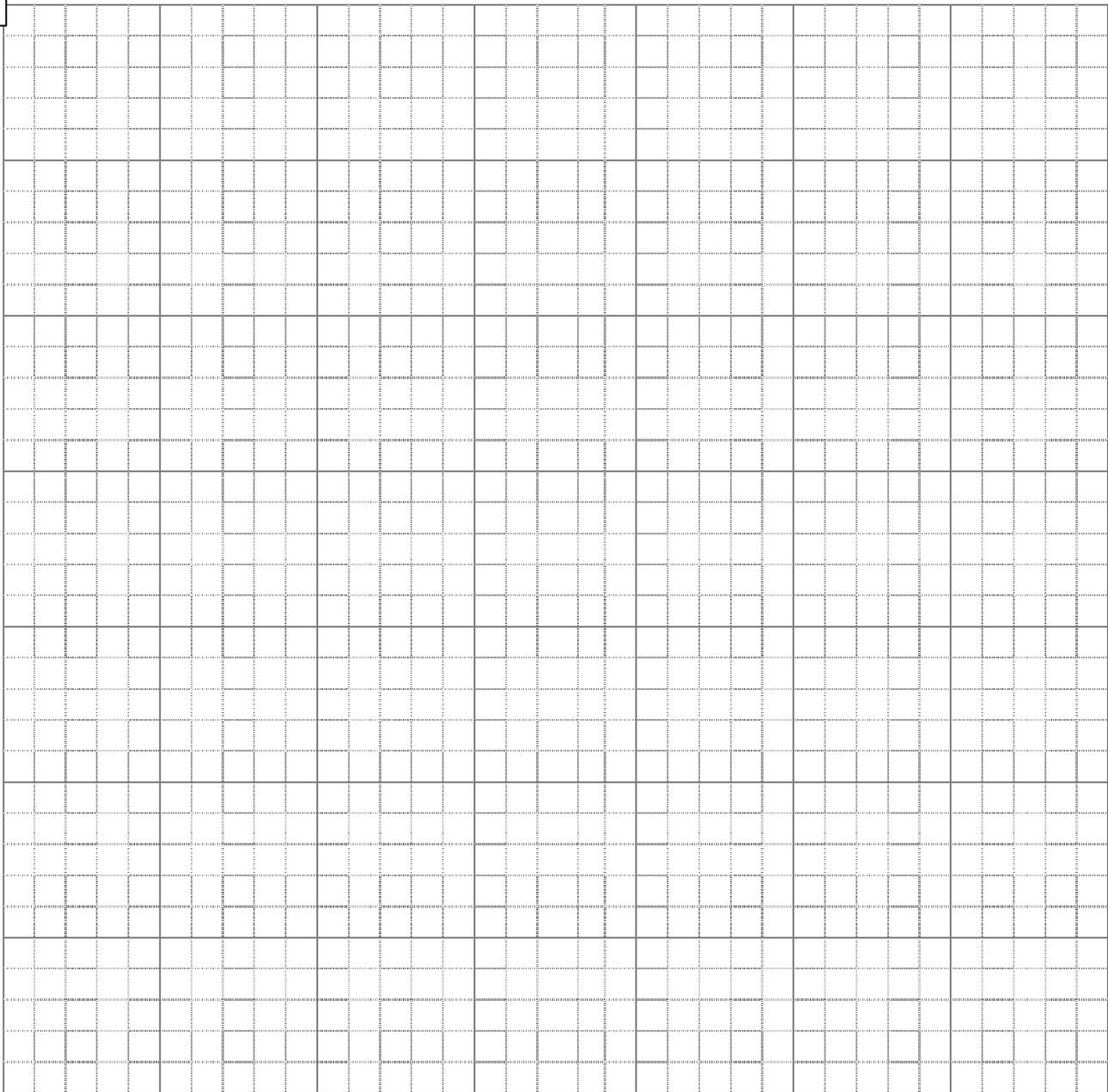
### Step 4a

*Attach a dimensioned sketch of the Ground Floor perimeter footprint with the following information (see attached FAQ), and then go to Step 4b.*

1. labels identifying areas of different use or occupancy in the Ground Floor
2. outline of the story above the Ground Floor (balconies, cantilevers, setbacks)
3. labels identifying each side of the building for coordination with photographs
4. gaps (windows, doors, portals) wider than 2 feet in perimeter and interior walls
5. north arrow, street name, and property line setbacks (see attached Assessor's map)
6. locations/ lengths/ materials of perimeter walls, interior walls longer than 2 feet, and columns

plan view sketch of the Ground Floor

(a larger-scale sketch may be attached to this form)



**Step 4b**

*Fill-in the Ground Floor information below (see attached FAQ), and then go to Step 5.*

**Ground Floor - Summary Measurements**

- 1. PERIMETER FOOT-PRINT TOTAL AREA \_\_\_\_\_ sq. ft.
  
- 2. FLOOR/ CEILING MATERIALS  concrete deck  wood frame (see FAQ for illustration)      3. SIGNIFICANT GROUND SLOPE  No  Yes (over 6 ft. rise) *If yes, a Level 2 Eval. is required*
  
- 4. PERIMETER WALL MATERIALS (check all)  wood frame  steel frame  steel column  concrete  concrete block  wood column      5. INTERIOR WALL MATERIALS (check all)  wood frame  steel frame  steel column  concrete  concrete block  wood column
  
- 6. PERIMETER FRONT WALL (parallel to street)  
SOLID + GAP WALL LENGTH \_\_\_\_\_ feet      SOLID WALL LENGTH \_\_\_\_\_ feet
  
- 7. PERIMETER LEFT WALL (facing front entrance)  
SOLID + GAP WALL LENGTH \_\_\_\_\_ feet      SOLID WALL LENGTH \_\_\_\_\_ feet
  
- 8. PERIMETER RIGHT WALL (facing front entrance)  
SOLID + GAP WALL LENGTH \_\_\_\_\_ feet      SOLID WALL LENGTH \_\_\_\_\_ feet
  
- 9. PERIMETER REAR WALL  
SOLID + GAP WALL LENGTH \_\_\_\_\_ feet      SOLID WALL LENGTH \_\_\_\_\_ feet
  
- 10. INTERIOR WALLS (parallel to Front/ Rear perimeter walls)  
SOLID + GAP WALL LENGTH \_\_\_\_\_ feet      SOLID WALL LENGTH \_\_\_\_\_ feet
  
- 11. INTERIOR WALLS (parallel to Left/ Right perimeter walls)  
SOLID + GAP WALL LENGTH \_\_\_\_\_ feet      SOLID WALL LENGTH \_\_\_\_\_ feet

**Soft-Story Screener's Level 1 Certification - Ground Floor information**

I certify that the sketch (Step 4a) and measurements (Step 4b) are correct to the best of my knowledge.

signature \_\_\_\_\_ date \_\_\_\_\_

**Step 5**

***Attach photographs of the Ground Floor perimeter walls of the building, and then go to Step 6.***

exterior photograph of the Front Wall of the building

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exterior photograph of the Rear Wall of the building

provide brief explanation in this square if photograph is not attached

**Step 5**

***Attach photographs of the Ground Floor perimeter walls of the building, and then go to Step 6.***

exterior photograph of the Left Wall of the building

provide brief explanation in this square if photograph is not attached

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exterior photograph of the Right Wall of building

provide brief explanation in this square if photograph is not attached

### Step 6

The following summary of the Soft-Story Seismic Screening Program is intended to assist building owners and screeners with determining if a building is within the scope of ordinance no. 12966 CMS, and with understanding the requirements of OMC Chapter 15.26 and the alternatives for compliance.

1. Separate buildings on the same parcel require separate Level 1 screenings forms (or Level 2 evaluations).
2. Additional information and the full text of Chapter 15.26 are available at [www.oaklandnet.com](http://www.oaklandnet.com). The attached Frequently Asked Questions (FAQ) has clarifying illustrations.
3. A building is subject to the Soft-Story Seismic Screening Program only if it
  - is at least two (2) stories high, and
  - has at least five (5) dwelling units (apartments or condominiums), and
  - has a parking garage or commercial tenant space (or both) on the ground floor, and
  - has not been structurally retrofitted for earthquake after its original construction, and
  - was designed before the 1988 edition of the Uniform Building Code was adopted (January 1, 1991).
4. If an owner believes that a building is exempt from the Screening Program, he or she must submit the supporting documentation to the Building Services Division with a written request that the building be removed from the Soft-Story Building inventory. Exempt buildings will not be charged a filing fee.
5. If a building is not exempt from the Screening Program, owners must submit a Level 1 screening (or Level 2 evaluation) to the Building Services Division *within six (6) months* following notification by the City or within two (2) years following adoption of the ordinance (July 29, 2011). Failure to submit a screening or evaluation will subject the building owner to penalties (\$5,000).
6. A Level 1 screening may be prepared by a licensed engineer or architect, licensed B contractor, building inspector, or a home inspector. A Level 2 evaluation may only be prepared by a licensed engineer or architect, and the preparer's report must be provided to the building's occupants and future tenants.
7. There is \$78.60 fee for filing a Level 1 screening (or Level 2 evaluation). The information in the screenings (and evaluations) will be compiled by Building Services and presented to the City Council for its consideration of potential amendments to Chapter 15.26.
8. The Association of Bay Area Governments (ABAG) periodically provides Level 1 screening workshops for owners and screeners. For scheduling information, go to [www.oaklandnet.com](http://www.oaklandnet.com).

***Building Owner's Submittal - Level 1 Soft-Story Seismic Screening Form  
(agent must provide notarized authorization - see attachment)***

signature \_\_\_\_\_ date \_\_\_\_\_  agent  owner