



SCREENING FORM

For Existing Non-Ductile Concrete Structures and Existing Pre-Northridge Steel Moment Frame Buildings

This Screening Form is the part of the first milestone set forth in Ordinance 17-1011 and Chapter 13.36 and Chapter 13.40 of the West Hollywood Municipal Code for the retrofit of existing Non-Ductile Concrete Structures and existing Pre-Northridge Steel Moment Frame Buildings. When filling out the Screening Form, the following shall be noted:

- An Engineering Report is required to be submitted within 3 years after Notice to Comply is sent to the owner. The Engineering Report consists of this Screening Form and a Feasibility Study as outlined in the “SEISMIC DESIGN GUIDELINES” for Non-Ductile Concrete Structure or a Pre-Northridge Steel Moment Frame Building found at: www.weho.org/seismic.
 - If it is believed that the structure is not a Non-Ductile Concrete Structure or a Pre-Northridge Steel Moment Frame Building, this form is still required to be completed and reviewed by the City of West Hollywood (See Seismic Design Guidelines Section 4.4 for additional information).
- All Screening Forms must be prepared by a Civil or Structural Engineer licensed in the State of California.
- This Screening Form contains information and data fields for both Non-Ductile Concrete Structures and Pre-Northridge Steel Moment Frame Buildings. Based on the material of construction, please complete all the applicable sections.
- Separate buildings on the same parcel require separate screening forms.
- Additional evaluation and design requirements for Non-Ductile Concrete Structures and Pre-Northridge Steel Moment Frame Building can be found in the Seismic Design Guidelines and related Appendices found at www.weho.org/seismic.



WEST HOLLYWOOD

8300 Santa Monica Boulevard West Hollywood, CA 90069-6216

SEISMIC RETROFIT PROGRAM SCREENING REPORT

Building & Safety Division

tel 323.848.6475 fax 323.848.6569

Issued November 8, 2019

Revised September 25, 2020

Application No.	Address:
-----------------	----------

SCREENING FORM

For Existing Non-Ductile Concrete Structures and Existing Pre-Northridge Steel Moment Frame Buildings

SECTION 1: Building & Owner Information

Building Information*:

Building Address:			
Parcel Number:	Year Built:		
Living Units:	No. of Stories above Grade:		
Basement:	Full <input type="checkbox"/>	Partial <input type="checkbox"/>	None <input type="checkbox"/>

Are there any other addresses or parcel #'s associated with this property?
 No Yes If yes, please list below:

Address:	Parcel #:		
Address:	Parcel #:		
Address:	Parcel #:		

Owner Information:

Name:			
Mailing Address:			
City, State:	Zip Code:		
Phone:	Email:		

*Please note that separate buildings on the same parcel require separate screening forms.



Application No.	Address:
-----------------	----------

SCREENING FORM

For Existing Non-Ductile Concrete Structures and Existing Pre-Northridge Steel Moment Frame Buildings

SECTION 2a: Scope Exemptions – Only for Buildings with Non-Ductile Concrete

- | | <u>Yes</u> | <u>No</u> |
|---|--------------------------|--------------------------|
| 1. Was the original structure designed in compliance with the 1979 Uniform Building Code (UBC) or a more recent Building Code edition? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Is the building a single story structure with only concrete shears walls as its lateral force resisting system? (i.e. does not contain concrete moment frames) | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Is the structure comprised of wood over concrete podium with no Major Deficiencies in the podium? (i.e. select “No” if the concrete podium contains a Major Deficiency as specified in Section 13.36.05a of the West Hollywood Municipal code) | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Is the lateral system comprised of steel sections encased in concrete? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Does the structure exclusively employ flexible diaphragms? (e.g. bare metal deck, wood) | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Is the building a Residential Common Interest Development as that term is defined in the West Hollywood Municipal Code Section 19.90.020? | <input type="checkbox"/> | <input type="checkbox"/> |

If any of the answers to question 1 through question 6 above are Yes: The building may be exempt from compliance with Chapter 13.36 of the West Hollywood Municipal Code. Complete Section 3 and Section 5.

If ALL of the questions are marked No: The building maybe subject to compliance with Chapter 13.36 of the West Hollywood Municipal Code. Complete Section 3, Section 4, Section 5 and submit Feasibility Study in accordance with Seismic Design Guidelines Section 4.2.1.



WEST HOLLYWOOD

8300 Santa Monica Boulevard West Hollywood, CA 90069-6216

SEISMIC RETROFIT PROGRAM SCREENING REPORT

Building & Safety Division

tel 323 848.6475 fax 323.848.6569

Issued November 8, 2019

Revised September 25, 2020

Application No.	Address:
-----------------	----------

SCREENING FORM

For Existing Non-Ductile Concrete Structures and Existing Pre-Northridge Steel Moment Frame Buildings

SECTION 2b: Scope Exemptions – Only for Buildings with Pre-Northridge Steel Moment Frames

- | | <u>Yes</u> | <u>No</u> |
|--|--------------------------|--------------------------|
| 1. Was the original structure designed in compliance with codes enacted after December 1995 (i.e. the 1997 Uniform Building Code (UBC) or shown to meet the 1994 UBC September errata or a more recent Building Code edition)? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Is the structure an Unreinforced Masonry Building previously strengthened with Steel Moment Frames? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Is the structure a Residential Wood-Framed Building utilizing Steel Moment Frames? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Is the building a Residential Common Interest Development as that term is defined in the West Hollywood Municipal Code Section 19.90.020? | <input type="checkbox"/> | <input type="checkbox"/> |

If any of the answers to question 1 through question 6 above are Yes: The building may be exempt from compliance with Chapter 13.36 of the West Hollywood Municipal Code. Complete Section 3 and Section 5.

If ALL of the questions are marked No: The building may be subject to compliance with Chapter 13.340 of the West Hollywood Municipal Code. Complete Section 3, Section 4, Section 5 and submit Feasibility Study in accordance with Seismic Design Guidelines Section 4.2.1.



WEST HOLLYWOOD

8300 Santa Monica Boulevard West Hollywood, CA 90069-6216

SEISMIC RETROFIT PROGRAM SCREENING REPORT

Building & Safety Division

tel 323.848.6475 fax 323.848.6569

Issued November 8, 2019

Revised September 25, 2020

Application No.

Address:

SCREENING FORM

For Existing Non-Ductile Concrete Structures and Existing Pre-Northridge Steel Moment Frame Buildings

SECTION 3: Building Description, Plans/Elevations, and Photographs

In order to determine the status of the building and its compliance with Chapter 13.36 or Chapter 13.40 of the West Hollywood Municipal Code, the following description and documents shall be submitted as attachments and reviewed by the Building and Safety Division. For items 2 and 3 below, legible as-built structural drawings may be provided.

1. Provide a narrative description of the gravity and lateral resisting systems present in the building including the materials (steel, concrete, wood, masonry, etc.) used and approximate year of construction below:

Building Description:

2. Provide a floor plan of the foundation level and all floors, mezzanines, and roof level, dimensioned and to scale.

The plans shall include the following:

- a. Layout of all vertical load resisting elements.
 - b. Layout of all lateral load resisting elements.
 - c. Location of seismic joints within building and between adjacent structures.
 - d. Indicate north arrow and provide vicinity map that shows street names lining the property.
3. Provide elevations of the lateral system
 4. Provide exterior photo for each side of the building (label north, south, east, west, etc. as applicable)

Upon review of the documents listed above, the Building and Safety Division may require additional information.



Application No.	Address:
-----------------	----------

SCREENING FORM

For Existing Non-Ductile Concrete Structures and Existing Pre-Northridge Steel Moment Frame Buildings

SECTION 4: Major Deficiencies Identification in Accordance with Ordinance No. 17-1011.

(Associated justification/calculation shall be included in the Feasibility Study per Seismic Design Guidelines section 4.2.1.A.)

1. Load Path Deficiency

1. Yes No

Load Path Deficiency occurs when a structure does not contain a complete, well defined load path, including structural elements and connections, that serves to transfer the inertial forces associated with the mass of all elements of the building to the foundation.

2. Weak or Soft Story

2. Yes No

Weak Story Deficiency occurs when the sum of the shear strengths of the seismic-force-resisting system in any Story in each direction is less than 80% of the strength in the adjacent Story above.

Soft Story Deficiency occurs when the stiffness of the seismic-force-resisting-system in any story is not less than 70% of the seismic force resisting system stiffness in an adjacent story above or less than 80% of the average seismic force resisting system stiffness of the three stories above.

3. Vertical Irregularity

3. Yes No

Vertical Irregularities Deficiency occurs when all vertical elements in the seismic-force-resisting system are not continuous to the foundation.

4. Torsion

4. Yes No

Torsion Deficiency occurs when the estimated distance between the Story center of mass and the Story center of rigidity is more than 20% of the building width in either plan dimension.

5. Captive Column (Non-Ductile Concrete Only)

5. Yes No

Captive Column Deficiency occurs when there are columns at a level with height/depth ratios less than 50% of the nominal height/depth ratio of the typical columns at the level.

NOTE: If any Major Deficiencies are determined to exist in the structure, the construction to mitigate said deficiency must be completed within 10 years from the original Notice to Comply date. Refer to City of West Hollywood Ordinance No. 17-1011 for additional information on time period for compliance



WEST HOLLYWOOD

8300 Santa Monica Boulevard West Hollywood, CA 90069-6216

SEISMIC RETROFIT PROGRAM SCREENING REPORT

Building & Safety Division

tel 323.848.6475 fax 323.848.6569

Issued November 8, 2019

Revised September 25, 2020

Application No.	Address:
-----------------	----------

SCREENING FORM

For Existing Non-Ductile Concrete Structures and Existing Pre-Northridge Steel Moment Frame Buildings

SECTION 5: Building Status of Compliance, Design Professional Statement, Owner Acknowledgment

Building Status of Compliance with Chapter 13.36 or 13.40 of the West Hollywood Municipal Code (Please check 1 box only):

Non- Exempt from Scope:

Compliant - By Evaluation: Building is subject to the ordinance but DOES NOT need retrofit as it has been shown to meet the requirements of Section 13.36 and/or 13.40 of the West Hollywood Municipal Code by evaluation. To support this, submit this Screening Form along with Feasibility Study for City review. See Seismic Design Guidelines for Non-Ductile concrete/pre-Northridge steel moment frame buildings for more information.

Non-Compliant - Retrofit Required: Building is subject to the ordinance and MUST be retrofitted in accordance with the West Hollywood Municipal Code sections 13.36 and/or 13.40 and Seismic Design Guidelines for non-ductile concrete/pre-Northridge steel moment frame buildings. Submit this Screening Form along with Feasibility Study for City review.

Exempt from Scope:

Not Part of Scope: Building is NOT subject to compliance with the ordinance as it is outside the scope of Chapter 13.36 and/or 13.40 of the West Hollywood Municipal Code. See section 2 for more information. Feasibility Study NOT required if approved by the City.

5.1 Design Professional

Under penalty of Perjury, I certify that the information provided in this screening form is based on my personal review of the building and its records, or review by others acting under my direct supervision, and is correct to the best of my knowledge.

Date Stamped and Signed

Firm Name

Name of Design Professional

Design Professional Telephone and Email

(Sign and Stamp)



WEST HOLLYWOOD

8300 Santa Monica Boulevard West Hollywood, CA 90069-6216

SEISMIC RETROFIT PROGRAM SCREENING REPORT

Building & Safety Division

tel 323.848.6475 fax 323.848.6569

Issued November 8, 2019

Revised September 25, 2020

Application No.

Address:

SCREENING FORM

For Existing Non-Ductile Concrete Structures and Existing Pre-Northridge Steel Moment Frame Buildings

5.2 Owner/Owner's Acknowledgment

I am the Property Owner and have reviewed this this form with the Design Professional and understand the conclusions of this screening report.

Signature

Date

Printed Name