



AGREEMENT FOR PROFESSIONAL SERVICES

O'Brien Code Consulting Agreement

PREAMBLE

THIS AGREEMENT is by and between TOWN OF LOS GATOS, a California municipal corporation, ("Town") and O'Brien Code Consulting ("Consultant"), a C-Corp, whose address is P.O. Box 837, Dayton, NV 89403. This Agreement is made with reference to the following facts.

I. RECITALS

- A. Town desires to engage Consultant to provide building division plan review and other support services.
- B. Consultant represents and affirms that it is willing to perform the desired work pursuant to this Agreement.
- C. Consultant warrants it possesses the distinct professional skills, qualifications, experience, and resources necessary to timely perform the services described in this Agreement. Consultant acknowledges Town has relied upon these warranties to retain the Consultant.

II. AGREEMENT

- A. Scope of Services. Consultant shall provide services as described in the Scope of Services, which is hereby incorporated by reference and attached as Exhibit A.
- B. Term. The term of this Agreement shall be from July 1, 2026, to June 30, 2031.
- C. Compliance with Laws. The Consultant shall comply with all applicable laws, codes, ordinances, and regulations of governing federal, state, and local laws. Consultant represents and warrants to Town that it has all licenses, permits, qualifications, and approvals of whatsoever nature which are legally required for the Consultant to practice its profession. Consultant shall maintain a Town of Los Gatos business license as required in Chapter 14 of the Code of the Town of Los Gatos.
- D. Sole Responsibility. Consultant shall be responsible for employing or engaging all persons necessary to perform the services under this Agreement.
- E. Information/Report Handling. All documents furnished to Consultant by the Town and all reports and supportive data prepared by the Consultant under this Agreement are the Town's property and shall be delivered to the Town upon the completion of services or at the Town's written request. All reports, information, data, and exhibits prepared or assembled by Consultant in connection with the performance of its services pursuant to this Agreement are confidential until released by the Town to the public, and the Consultant shall not make any of these documents or information available to any individual or organization not employed by the Consultant or the Town without the written consent of the Town before such release. The Town acknowledges that the reports to be prepared by the Consultant pursuant to this Agreement are for the purpose of evaluating a defined project, and Town's use of the information contained in the reports prepared by the Consultant in connection with other projects shall be solely at Town's risk, unless the Consultant expressly consents to such use in writing. Town further agrees that it will not appropriate any methodology or technique of Consultant which is and has been confirmed in writing by Consultant to be a trade secret of Consultant.

- F. Compensation. Compensation for Consultant's professional services shall not exceed the rates set forth in Exhibit A, which is attached and incorporated by reference. Payment shall be based upon Town approval of each task.
- G. Billing. Billing shall be monthly by invoice within thirty (30) days of the rendering of the service and shall be accompanied by a detailed explanation of the work performed by whom at what rate and on what date. Also, plans, specifications, documents, or other pertinent materials shall be submitted for Town review, even if only in partial or draft form.

Payment shall be net thirty (30) days. All invoices and statements to the Town shall be addressed as follows:
Invoices:

Town of Los Gatos
Attn: Accounts Payable
P.O. Box 655
Los Gatos, CA 95031-0655
Email (preferred): AP@losgatosca.gov

- H. Availability of Records. Consultant shall maintain the records supporting this billing for not less than three years following completion of the work under this Agreement. Consultant shall make these records available to authorized personnel of the Town at the Consultant offices during business hours upon written request of the Town.
- I. Assignability and Subcontracting. The services to be performed under this Agreement are unique and personal to the Consultant. No portion of these services shall be assigned or subcontracted without the written consent of the Town.
- J. Independent Contractor. It is understood that the Consultant, in the performance of the work and services agreed to be performed, shall act as and be an independent contractor and not an agent or employee of the Town. As an independent contractor he/she shall not obtain any rights to retirement benefits or other benefits which accrue to Town employee(s). With prior written consent, the Consultant may perform some obligations under this Agreement by subcontracting but may not delegate ultimate responsibility for performance or assign or transfer interests under this Agreement. Consultant agrees to testify in any litigation brought regarding the subject of the work to be performed under this Agreement. Consultant shall be compensated for its costs and expenses in preparing for, traveling to, and testifying in such matters at its then current hourly rates of compensation, unless such litigation is brought by Consultant or is based on allegations of Consultant's negligent performance or wrongdoing.
- K. Conflict of Interest. Consultant understands that its professional responsibilities are solely to the Town. The Consultant has and shall not obtain any holding or interest within the Town of Los Gatos. Consultant has no business holdings or agreements with any individual member of the Staff or management of the Town or its representatives, nor shall it enter into any such holdings or agreements. In addition, Consultant warrants that it does not presently and shall not acquire any direct or indirect interest adverse to those of the Town in the subject of this Agreement, and it shall immediately disassociate itself from such an interest, should it discover it has done so and shall, at the Town's sole discretion, divest itself of such interest. Consultant shall not knowingly

and shall take reasonable steps to ensure that it does not employ a person having such an interest in this performance of this Agreement. If after employment of a person Consultant discovers it has employed a person with a direct or indirect interest that would conflict with its performance of this Agreement, Consultant shall promptly notify Town of this employment relationship, and shall, at the Town's sole discretion, sever any such employment relationship.

- L. Non-Discrimination. Consultant warrants that it is an equal opportunity employer and shall comply with applicable regulations governing equal employment opportunity. Neither Consultant nor its subcontractors do and neither shall discriminate against persons employed or seeking employment with them on the basis of age, sex, color, race, marital status, sexual orientation, ancestry, physical or mental disability, national origin, religion, or medical condition, unless based upon a bona fide occupational qualification pursuant to the California Fair Employment & Housing Act.

III. INSURANCE AND INDEMNIFICATION

A. Minimum Scope of Insurance.

1. Consultant agrees to have and maintain, for the duration of the contract, General Liability insurance policies insuring him/her and his/her firm to an amount not less than: two million dollars (\$2,000,000) combined single limit per occurrence for bodily injury, personal injury and property damage.
2. Consultant agrees to have and maintain for the duration of the contract, an Automobile Liability insurance policy ensuring him/her and his/her staff to an amount not less than one million dollars (\$1,000,000) combined single limit per accident for bodily injury and property damage.
3. Consultant shall provide to the Town all certificates of insurance, with original endorsements effecting coverage. Service Provider agrees that all certificates and endorsements are to be received and approved by the Town before work commences.
4. Consultant agrees to have and maintain, for the duration of the contract, professional liability insurance in amounts not less than one million dollars (\$1,000,000) which is sufficient to insure Consultant for professional errors or omissions in the performance of the particular scope of work under this agreement.

B. General Liability.

1. The Town, its elected and appointed officials, employees, and agents are to be covered as insured as respects: liability arising out of activities performed by or on behalf of the Consultant; products and completed operations of Consultant; and premises owned or used by the Consultant.
2. The Consultant's insurance coverage shall be primary insurance as respects the Town, its elected and appointed officials, employees, and agents. Any insurance or self-insurances maintained by the Town, its officers, officials, employees, or agents shall be excess of the Consultant's insurance and shall not contribute with it.
3. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Town, its officers, officials, employees, or agents.

4. Consultant's insurance shall apply separately to each insured against whom a claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- C. All Coverages. Each insurance policy required in this item shall be endorsed to state that coverage shall not be suspended, voided, cancelled, or reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the Town. Current certification of such insurance shall be kept on file at all times during the term of this agreement with the Town Clerk.
- D. Workers' Compensation. In addition to these policies, Consultant shall have and maintain Workers' Compensation insurance as required by California law and shall provide evidence of such policy to the Town before beginning services under this Agreement. Further, Consultant shall ensure that all subcontractors employed by Consultant provide the required Workers' Compensation insurance for their respective employees. As required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than one million dollars (\$1,000,000) per accident for bodily injury or disease.
- E. Indemnification. The Consultant shall indemnify the Town its elected and appointed officials, employees and agents from all damages, liabilities, penalties, costs, or expenses in law or equity that may at any time arise or be set up because of damages to property or personal injury received by reason of, or in the course of performing work which may be occasioned by any act or omissions of the Consultant, or any of the Consultant's officers, employees, or agents or any subconsultant. Consultant shall defend the Town against any such claims.

IV. GENERAL TERMS

- A. Waiver. No failure on the part of either party to exercise any right or remedy hereunder shall operate as a waiver of any other right or remedy that party may have hereunder, nor does waiver of a breach or default under this Agreement constitute a continuing waiver of a subsequent breach of the same or any other provision of this Agreement.
- B. Governing Law. This Agreement, regardless of where executed, shall be governed by and construed to the laws of the State of California. Venue for any action regarding this Agreement shall be in the Superior Court of the County of Santa Clara.
- C. Mediation. Should any dispute arise out of this Agreement, any party may request that it be submitted to mediation. The parties shall meet in mediation within 30 days of a request. The mediator shall be agreed to by the mediating parties. In the absence of an agreement, the parties shall each submit one name from mediators listed by either the American Arbitration Association, the California State Board of Mediation and Conciliation, or other agreed-upon service. The mediator shall be selected by a blind draw. The cost of mediation shall be borne equally by the parties. Neither party shall be deemed the prevailing party. No party shall be permitted to file a legal action without first meeting in mediation and making a good faith attempt to reach a mediated settlement. The mediation process, once commenced by a meeting with the mediator, shall last until agreement is reached by the parties but not more than 60 days, unless the maximum time is extended by the parties.
- D. Termination of Agreement. The Town and the Consultant shall have the right to terminate this agreement with or without cause by giving not less than fifteen days (15) written notice of termination. In the event of termination, the Consultant shall deliver to the Town all plans, files, documents, and reports performed to date by the Service Provider. In the event of such termination, Town shall pay Consultant an amount that bears the

same ratio to the maximum contract price as the work delivered to the Town bears to completed services contemplated under this Agreement, unless such termination is made for cause, in which event, compensation, if any, shall be adjusted in light of the particular facts and circumstances involved in such termination.

- E. Amendment. No modification, waiver, mutual termination, or amendment of this Agreement is effective unless made in writing and signed by the Town and the Consultant.
- F. Notices. Any notice required to be given shall be deemed to be duly and properly given if mailed postage prepaid, and addressed to:

Town of Los Gatos
Attn: Town Clerk
110 E. Main Street, Los Gatos, CA 95030

O'Brien Code Consulting
PO Box 837
Dayton, NV 89403-0837

or personally delivered to Consultant to such address or such other address as Consultant designates in writing to Town.

- G. Order of Precedence. In the event of any conflict, contradiction, or ambiguity between the terms and conditions of this Agreement in respect of the Products or Services and any attachments to this Agreement, then the terms and conditions of this Agreement shall prevail over attachments or other writings.
- H. Entire Agreement. This Agreement, including all Exhibits, constitutes the complete and exclusive statement of the Agreement between the Town and Consultant. No terms, conditions, understandings or agreements purporting to modify or vary this Agreement, unless hereafter made in writing and signed by the party to be bound, shall be binding on either party.

IN WITNESS WHEREOF, the Town and Consultant have executed this Agreement.

TOWN OF LOS GATOS:

CONSULTANT: Enter name of Consultant

SIGNATURE

Chris Constantin

FULL NAME

Town Manager

TITLE

DATE SIGNED

SIGNATURE

Susan O'Brien

ENTER CONSULTANT SIGNATORY'S NAME

P.E, Leed AP, CASp, Principal

ENTER CONSULTANT SIGNATORY'S TITLE

DATE SIGNED

Approved as to form:

SIGNATURE

Gabrielle Whelan

FULL NAME

Town Attorney

TITLE

DATE SIGNED

Attest:

SIGNATURE

Wendy Wood

FULL NAME

CMC, Town Clerk

TITLE

DATE SIGNED

The execution date is the date on which the last party has signed.

O'Brien Code Consulting, Inc.
P.O. Box 837
Dayton, NV 89403-0837
Phone/Fax: 408.370.1585
obriencode@gmail.com



March 25, 2026

Mr. Robert Gray, CBO, CASp
Chief Building Official
Town of Los Gatos
Building Division
110 East Main Street
Los Gatos, CA 95030
Email: rgray@losgatosca.gov; cc: anolder@losgatosca.gov

Re: Request for Proposals (RFP) to Provide Building Division Plan Review and Other Support Services

Dear Mr. Gray:

We appreciate the opportunity to present our proposal to provide Building Division Plan Review and Other Support Services for the Town of Los Gatos. As a small woman-owned firm with Ms. Susan C. O'Brien performing all of our plan reviews, this proposal is to provide Plan Review Services only. In accordance with the Submittal Requirements, we have reviewed the Town's Standard Consultant Services Agreement (Attachment 4 of the RFP) and find this standard contract template acceptable. This cover letter is accompanied by one (1) electronic copy of our Proposal including all required Certification Forms and Attachments and is emailed to the required contacts prior to the submittal deadline of 5PM on Monday, March 30, 2026.

I have had the privilege of serving the Town for nearly 35 years, initially as a municipal employee, later as a plan review consultant with various organizations, and currently through my contractual engagement with my company, OCC. Through years of collaboration with Town staff, I have gained strong expertise in Municipal Code Amendments, Ordinances, Policies, and Procedures. My extensive experience working for the Town Building Division has provided me with comprehensive historical knowledge of various projects, enhancing my value to the Town Community Development Department and local design professionals. As a member of the Town's Building Division team, I have built strong relationships with staff and local design professionals and consistently deliver excellent customer service to both colleagues and the public.

O'Brien Code Consulting recognizes that you have many choices for contract plan review services. We are committed to providing timely, accurate, and comprehensive plan reviews with quality customer service, at a competitive price. As a licensed Professional Engineer, ICC Certified Plans examiner, LEED AP, and CASp, I have a thorough understanding of the requirements of the Codes. Due to the frequent changes in the Codes, I emphasize continuous professional development and ensure that both Town staff and the public are promptly informed of any updates. I also assist with Code questions and interpretations to help everyone stay knowledgeable and up to date.

My extensive experience applying the California Codes and the Town Municipal Code combined with strong collaborative relationships with Town staff and local design professionals makes O'Brien Code Consulting an ideal partner for the Town. Thank you for the opportunity to present our Proposal to the Town. Please contact me at 408.370.1585 or 408.540.9315 should you have any questions.

Sincerely,

Susan O'Brien, P.E., LEED AP, CASp
Civil Engineer
ICC/IRC Plans Examiner
Principal



Proposal to Provide Building Division Plan Review and Other Support Services



Prepared for:

Mr. Robert Gray, CBO, CASp

Chief Building Official

Town of Los Gatos

Community Development Department – Building Division

110 E. Main Street

Los Gatos, CA 95030

March 25, 2026

O'Brien Code Consulting, Inc.

P.O. Box 837

Dayton, NV 89403-0837

Phone/Fax: 408.370.1585

obriencode@gmail.com

Contact:

Susan C. O'Brien, P.E., LEED AP, CASp

Civil Engineer, ICC/IRC Plans Examiner

Principal



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CERTIFICATION FORMS

In accordance with the "Proposal Format and Submittal Requirements" listed on Page 8 of the Town's Request for Proposals, the following Certification Forms have been completed and signed by Ms. Susan C. O'Brien, Principal, O'Brien Code Consulting, Inc.:

- Attachment 1 – Conflict of Interest Statement.
- Attachment 3 – Statement regarding Insurance Coverage and Worker's Compensation Insurance Acknowledgement Certificate.

Please see APPENDIX A and APPENDIX B of this Proposal for the referenced completed and signed Certification forms.



REVIEW OF SCOPE OF SERVICES (SERVICES OVERVIEW)

O'Brien Code Consulting, Inc. (OCC) respectfully submits this proposal to provide Building Division Plan Review Services only, as specified in the Town's Request for Proposals.

Founded in April 2009 as a woman-owned business, our firm specializes in plan review services for municipal building departments. OCC provides the following services:

PLAN REVIEW SERVICES

- Perform complete and timely plan review for new construction, additions, alterations, tenant improvements, and repairs across residential, commercial, mixed-use, OSHPD3, and government projects for compliance with adopted codes. Reviews will include, but not be limited to the following: Structural (gravity/lateral systems, foundation, special inspections), Architectural/Life-Safety (occupancy, egress, fire-resistance, means of egress), Mechanical, Electrical, and Plumbing (MEP) systems, Energy (Title 24 Part 6) compliance, CALGreen (Title 24 Part 11) measures, Accessibility (CBC Chapter 11B and ADA Standards; Ms. O'Brien is a CASp), Fire/Life Safety coordination (with Fire Authority, where applicable), Geotechnical/Soils review (where required by project scope or local conditions).
- Provide complete plan review services for compliance with California Building Laws as generally found in Title 24 Parts 1, 2, 2.5, 3, 4, 5, 6, 7, 8, 9, 10, 11, and 12, to ensure compliance with the model codes adopted in the Town of Los Gatos Municipal Code.
- Provide comprehensive and consistent plan reviews within Town-specified plan review timelines using clear and detailed comment lists in an electronic written format, grouped together by discipline, which will refer to specific plan sheets and include Code section references and/or drawing snips and/or redline markings. Provide additional explanation if the comments are unclear. Perform any necessary rechecks to achieve conformance to the applicable codes and regulations.
- Transmit comment letters to the Town Building Division staff via email, or any other means as directed by the Building Official.
- Provide "red-line" mark-ups and plan review comments on the Town's DigEplan/Accela database to supplement written plan review comment letters.
- Review of revisions and deferred submittals to previously approved plans. Perform any rechecks to achieve conformance to the applicable codes and regulations.
- Upon plan review approval, "wet" digitally signed and digitally stamped approved plans and documents will be transmitted electronically in PDF format to the Town along with an approval letter. All documents will be stamped "Approved" in accordance with the Town of Los Gatos requirements.



REVIEW OF SCOPE OF SERVICES (SERVICES OVERVIEW) (continued)

PLAN REVIEW SERVICES (continued)

- Attend inter-departmental coordination meetings when requested.
- Maintain records of plan reviews/permits in process.
- O'Brien Code Consulting, Inc. will not contact the applicant when plans are approved. Any inquiries from applicants or design professionals to O'Brien Code Consulting, Inc. regarding the status of plan reviews/permits will be directed to the Town of Los Gatos Building Division.
- Ms. O'Brien is CASp certified (CASp-220) and will be available to provide CASp services to the Town.
- Ms. O'Brien will provide her cell phone number to Town staff for their use only and will be available within 24-hours (typically on the same day) to respond to questions from Town staff.

All services will be provided by Ms. Susan C. O'Brien, P.E., who will work closely with the Town staff to ensure the review services exceed the Town's expectations. She will provide consistent and comprehensive plans reviews, while providing the superior customer service expected by the jurisdiction. Mr. Michael S. O'Brien will perform all general office duties, including maintaining records of plans in process. We do not intend to hire any employees or use sub-consultants. However, should the workload dictate otherwise, we are confident in our ability to recruit highly qualified personnel and will obtain prior authorization from the Town Building Official, prior to the use of any sub-consultants.

TECHNICAL SUPPORT:

- Attend pre-construction or pre-design meetings in person or virtually as requested by the Building Official. In the event that a meeting at the Town office is desired by the Town and/or applicant and design professional, Ms. O'Brien will be available to attend a scheduled meeting in person or virtually with 48 hours prior notice.
- Provide field visits. In the event that a field visit is desired by the Town and/or applicant and design professional, Ms. O'Brien will be available to attend a scheduled field visit in person or virtually with 48 hours prior notice.
- Provide support for field inspection personnel.
- Assist staff on an as-needed basis.



REVIEW OF SCOPE OF SERVICES (SERVICES OVERVIEW) (continued)

MISCELLANEOUS SUPPORT

O'Brien Code Consulting, Inc. understands the staffing challenges faced by local Building Departments. We are ready and willing to adapt to the changing needs of the jurisdiction. In addition to plan review services, we will provide the following services at the request of the Town Building Official:

- Expedited Services – In accordance with the policies of the Town of Los Gatos, OCC would be available to provide expedited plan review services at an increased fee, based on the attached OCC Standard Rate Schedule. This would be on a project-by-project basis, as agreed upon with the Town Building Official.
- On-Site Staff Training – O'Brien Code Consulting, Inc. is committed to evolving with the ever-changing Code requirements. As a consultant to the Town, it is our duty to ensure we communicate the pertinent Code development and industry issues to the client. Ms. O'Brien will be available to provide staff training on various Code topics to Town personnel, on-site or virtually, as requested by the Town Building Official.
- CAL OES – Ms. O'Brien holds a current CAL OES card ID #64779 and is available to assist the jurisdiction in the event of a natural or man-made disaster.

Any Technical and/or Miscellaneous Support services provided to the Town Building Division will be billed to the Town of Los Gatos at the hourly rate shown on the OCC Standard Rate Schedule.

TRANSMITTAL OF PLANS & PLAN REVIEW COMMENTS



All permit submittals are uploaded by the permit applicant to the Town Building Division's online permitting system in electronic (PDF) format. Currently, the Town Permit Technicians email OCC a weekly "Task List" of assigned plan reviews. The Town no longer requires any paper submittals for review. However, should the need arise for review of paper plans and documents, we intend to provide transmittal of all plans and documents to and from the jurisdiction using overnight courier services. We have a standing account with FedEx for pick-up and delivery of plans and documents and we will cover the cost of all such courier services.



EXPERIENCE AND EXPERTISE (GENERAL QUALIFICATIONS)

COMPANY PROFILE

O'Brien Code Consulting, Inc. is a woman-owned business that was established in April 2009. Our founder, Ms. Susan C. O'Brien has over thirty years of experience working for municipal building departments and plan review consulting firms. This company was created as a resource for municipal building departments to offer high quality plan review services at very competitive prices. Ms. O'Brien provides all plan review services and technical support for the company, while her spouse, Mr. Michael S. O'Brien performs all general office duties. We have no additional employees, and this is what allows us to provide client-focused accurate and consistent plan reviews, while keeping the cost to the client at a minimum.

Our company philosophy is simple. We treat our clients the way they expect to be treated – with professionalism and respect. This means we are very responsive to the client's needs while providing exemplary customer service. When a client or applicant calls or emails our office, all technical questions are answered promptly by Ms. O'Brien. Since she performs all plan reviews, the caller can rest assured that they are talking to the plan review engineer who actually reviewed their project and issued the comments. Our responsibility is to provide accurate and comprehensive plan review correction lists that include specific cited Code sections and "redlined snapshots" from the plans and documents, to clearly communicate the intent of the Codes.

Since we serve only a select few number of clients, we are able to focus on each client's specific Municipal Code Amendments. Since we only provide plan review services, we are able to focus on accurate, comprehensive, and consistent plan reviews with prompt turn-around times. We strive to complete plan reviews and return projects to the client several days before their service delivery goal, but that is highly dependent on the quality and completeness of the permit submittals and the volume of submittals. Occasionally, due to unforeseen circumstances, there may be a need to expedite projects. We understand these urgent situations and our role to help facilitate the process. We serve as a trusted extension of the municipal building department, supporting the Building Official and staff to deliver high quality service. We present ourselves to the client and the community as a tool to assist them through the building process, not as an obstacle, which is frequently the public perception.



EXPERIENCE AND EXPERTISE (GENERAL QUALIFICATIONS) (continued)

COMPANY PROFILE (continued)

O'Brien Code Consulting, Inc. understands the competitive market for services in the industry today. Through our commitment to continuing education and participating in chapter and committee meetings, we ensure that our clients are connected to the latest industry information. My longevity in the industry has enabled me to develop an extensive network of experienced Code professionals that are available to provide opinions and interpretations on a myriad of Code topics. Since we are a small business, we contract with only a select few clients. We provide consistent, prompt and professional service while developing close working relationships with our clients. We value our clients as individuals and their complete satisfaction is our top priority.

ORGANIZATIONAL STRUCTURE

O'Brien Code Consulting, Inc. has a very simple organizational structure. All plan review services are provided by Ms. Susan C. O'Brien, P.E., CAsp. She also attends any meetings required by the jurisdiction and responds to all technical questions. Mr. Michael S. O'Brien performs all general office duties.



PROJECT EXPERIENCE

O'Brien Code Consulting, Inc. Principal, Ms. Susan C. O'Brien, has had the pleasure of providing plan reviews on various types of projects throughout her career. She has provided comprehensive plan reviews on numerous large and small projects including: assisted living structures, child care facilities, churches, complex custom homes, fire stations, gas stations, high rises, hotels, libraries, movie theaters, multi-family residential podium structures, office buildings, retail buildings, OSHPD 3 medical clinics, parking structures, police stations, private schools, public housing projects, and shopping centers. Ms. O'Brien reviewed the following projects:

• **TOWN OF LOS GATOS**

Since establishing O'Brien Code Consulting, Inc. in April of 2009, Ms. O'Brien has reviewed thousands of projects for the Town of Los Gatos. This does not include the numerous projects reviewed in-house at the Town offices. Projects reviewed include several new single-family dwellings (with and without accessory dwelling units) located in the Wildland Urban Interface Area with complex retaining walls and pier and grade beam foundations. Some of the more significant projects are listed below:

- (N) 2-Story Shell Office Building with Café – 16212 Los Gatos Boulevard
- San Jose Water Pump Station Improvements – 400 More Avenue
- Restoration Hardware – Large Retail T.I. with Café – 31 University Avenue
- Coldwell Banker – Office T.I. – 410 N. Santa Cruz Avenue
- Venture Christian Church – several T.I.s and Exterior Alterations – 16845 Hicks Road
- Wellness Center – Fitness Center T.I. – 444 N. Santa Cruz Avenue, Suite #A
- One Oncology – Medical Office T.I. – 15400 National Avenue, Suite #201
- Dittos Lane – Publicly Funded Teacher Housing Duplexes
- (N) Netflix Campus - four new shell office buildings, subsequent tenant improvements and a new parking garage.
- (N) OSHPD 3 MRI Building – El Camino Hospital
- The Highlands – Luxury Homes located in the Wild-Land Urban Interface Area
- Los Gatos Theatre – Addition and remodel to historical theatre building
- La Rinconada Country Club – Addition & Remodel to existing clubhouse building with restaurant and bar areas and outdoor dining areas
- Town of Los Gatos Service Memorial – Outdoor monuments to honor veterans and first responders
- Hillbrook School – Addition to existing classroom building and new detached classroom building at private school
- DaVita Dialysis–OSHPD 3 Chronic Dialysis Clinic – T.I. – Winchester Blvd
- Numerous retail and restaurant tenant improvements at the Old Town Center and throughout the entire Town commercial areas.



PROJECT EXPERIENCE (continued)

• **CITY OF CAMPBELL**

Since establishing O'Brien Code Consulting, Inc. in April of 2009, Ms. O'Brien has reviewed over 900 projects for the City of Campbell. Projects reviewed in the early years typically consisted of Title 24 Energy, CALGreen, and Structural Only plan review, but more recent reviews included accessibility only reviews, full plan reviews, and pre-submittal (planning review processes) design reviews. Some of the more significant projects are listed below:

- Mozart Development - 20 (N) Townhome units in 4 Buildings - 90 E. Latimer Avenue
- (N) Mixed-Use Building – Office & Residential - 24-28 E. Campbell Avenue
- Barrel & Hops - (N) Shell Restaurant Bldg. with Occupied Roof Deck - 48 Civic Center Drive
- Inspira Advanced Dentistry T.I. – Medical Office T.I. - 399 N. 3rd Street
- Santa Clara County Fire District Headquarters Large Office T.I. – 1315 Dell Avenue
- (N) Industrial Building – 1055 Florence Way
- Blue Arc Electric – Change of Occupancy, Addition & T.I. – 920 S, McGlincy Lane
- Plants By the Post – Change of Occupancy and T.I. – 146 Dillon Avenue
- Water Tower Plaza – Seismic Upgrade – 300 Orchard City Drive
- Rage Salon – Voluntary Accessibility Upgrades – 565 E. Campbell Avenue
- Vasona Tech Park – Commercial Building Addition & T.I. – 210 E. Hacienda Avenue
- Pruneyard Shopping Center – Various reviews of new shell buildings and T.I. projects
- Numerous single-family dwelling projects with and without accessory dwelling units

• **CITY OF MOUNTAIN VIEW**

Since establishing O'Brien Code Consulting, Inc. in April of 2009, Ms. O'Brien reviewed over 1,000 projects for the City of Mountain View until July 2022, when we chose not to extend our contract with the City. Projects reviewed include several large and small tenant improvements and multi-family dwelling projects. Some of the more significant projects are listed below:

- DaVita Dialysis – OSHPD 3 Chronic Dialysis Clinic – T.I. – 412 W. El Camino Real
- 4-Story Apartment Building – 135 Franklin Avenue
- (N) Safeway Building with Rooftop Parking and several shell retail buildings – San Antonio Shopping Center



PROJECT EXPERIENCE (continued)

CITY OF MOUNTAIN VIEW (continued)

- Several multistory shell office buildings (2019 Stierlin, 871 W. Evelyn, 100 W. Evelyn, 1005 N. Shoreline Boulevard)
- Several large (over 200+ dwelling units for each project) multifamily apartment building podium projects with basement parking garages (111 N. Rengstorff Avenue, 865 E. El Camino Real)
- City projects including City Library, City sports fields, and McKelvey Park
- Numerous single-family dwelling projects with and without basements.

CITY OF MENLO PARK

Since 2013, O'Brien Code Consulting, Inc. has been an approved third party plan review firm on the City of Menlo Park's "Approved Third Party Plan Review Agency" list. In June 2022, due to new software issues that do not support a Third Party Plan Review process, the City was unable to continue their Third Party Plan Review program for new plan reviews. Due to the volume of work from the direct contract clients between 2013 and 2022, which were our priority, OCC reviewed a very limited number of third party projects consisting mainly of tenant improvements and small single family dwelling projects on behalf of the jurisdiction. Ms. O'Brien reviewed over 60 projects as an approved Third Party Plan Review firm for the City of Menlo Park. The majority of the tenant improvement plan reviews were located in the Sand Hill Office Park which consists of several multistory office buildings and some with basement parking garages. Complex exiting and accessibility issues were the highlights of the numerous tenant improvement plan reviews.



QUALIFICATIONS OF KEY PERSONNEL

- **STAFF PROFILE, QUALIFICATIONS, AND EXPERIENCE**

O'Brien Code Consulting, Inc. has a very simple staff profile. All plan review services are provided by Ms. Susan C. O'Brien, P.E., CASp. She also attends any meetings required by the jurisdiction and responds to all technical questions. Mr. Michael S. O'Brien performs all general office duties. We commit to keeping the same personnel throughout any contractual obligations with the Town of Los Gatos.

As a licensed professional engineer and ICC Certified plans examiner, Ms. O'Brien has provided comprehensive plan review services to over thirty jurisdictions within California, Arizona, Nevada, and Utah. Her experience has included everything from small residential projects to high-rise office buildings, multi-family residential podium structures, movie theaters, private schools, public housing projects, large office campus new buildings and tenant improvements, accessory dwelling units, and OSHPD 3 medical clinics. Having worked in-house at several municipal building departments, she understands that each jurisdiction is unique with their own Municipal Code amendments and policies. Her attention to each client's unique needs enables her to clearly and efficiently convey both general Code requirements and any specific Municipal Code amendments or provisions to applicants.

Ms. O'Brien has provided plan review services to the Town of Los Gatos for almost 35 years (over 16 years with OCC and over 18 years as an employee of other consulting firms and prior Town employee). During her time working for the Town of Los Gatos Building Division, Ms. O'Brien has gained a solid understanding of the Town's Municipal Code Amendments, local Ordinances, Policies, and Procedures, including, most recently the 2025 CA Code Adoption with Municipal Code Amendments. This historical knowledge and extensive experience with the Town specific requirements provides added value to Town staff and the design community.

As a California Certified Access Specialist (CASp) since 2010, Ms. O'Brien has extensive knowledge of the federal and state accessibility regulations. She is able to provide CASp services to the jurisdiction, as required by State law. She consistently participates in Division of the State Architect and Certified Access Specialists Institute (CASI) meetings, discussion groups, list-serves, and webinars to further that knowledge and



QUALIFICATIONS OF KEY PERSONNEL (continued)

- **STAFF PROFILE, QUALIFICATIONS, AND EXPERIENCE (continued)**

expertise and regularly shares that information with her clients. Since Ms. O'Brien provides CASp services only to jurisdictions and not to the private sector, this avoids any conflict of interest or perceived conflict of interest.

As a certified LEED AP, Ms. O'Brien has knowledge of green building principles that extend beyond the 2025 California Green Building Standards Code. This allows her to provide added value and insight to the jurisdiction and design professionals regarding green building requirements.

Ms. O'Brien is a licensed professional engineer, ICC Certified plans examiner, and Certified Access Specialist (CASp) and meets the competency requirements of California Health & Safety Code §18949.28. She maintains her certifications by attending several seminars and webinars on a regular basis and always exceeds the minimum CEU requirements for re-certification. She has a thirst for knowledge and is committed to learning not only the specific technical code requirements, but more importantly, the "why" of the technical code requirements. By understanding the "why" it helps her educate her clients and the design community on the reasons for specific technical code requirements.

Please see Appendix C for Ms. O'Brien's resume.



TIMELINE

PLAN REVIEW TURNAROUND TIMES

- Historically, an expected turnaround schedule for initial plan review corrections was ten (10) working days and five (5) working days for any subsequent reviews. However, due to the constantly increasing legislative mandates and increasingly complex Code requirements and regulations, such as more extensive Energy Codes, Green Building Codes, and local amendments, that turnaround schedule is increasingly difficult to achieve.
- OCC is committed to maintaining the Town-specified plan review timelines. We will strive to complete all plan reviews earlier than their Town assigned due date. However, that is contingent on the quality and completeness of each submittal.
- OCC is committed to completing all initial plan review corrections within the Town-specified plan review timelines (typically **ten to fifteen (10-15) business days** from the date of the receipt of plans in our office from the Town). This includes typical **single family dwelling, tenant improvements, and commercial/industrial projects**. However, building Code change cycle and incomplete plan submittals may require extended plan review times to be defined by the jurisdiction.
- Response time for more complex projects, such as **large multi-family residential buildings, large tenant improvements, and large commercial/industrial projects** as determined by the Town-specified plan review timelines will typically be completed within **fifteen to twenty (15-20) business days** from the date of the receipt of plans in our office from the Town. The turnaround time for complex projects is negotiable.
- Subsequent project plan reviews for all types of projects will be completed within the Town-specified plan review timelines (typically **five to ten (5-10) business days** from the date of the receipt of plans in our office from the Town). However, building Code change cycle and incomplete plan submittals may require extended subsequent plan review times to be defined by the jurisdiction.
- O'Brien Code Consulting, Inc. understands that there may be situations that will require projects to be expedited. We will complete all expedited plan reviews at the request and under the given time parameters provided by the Building Official. Any expedited plan reviews will be billed at the Expedited Plan Review Rate per the OCC Standard Rate Schedule.



SAMPLES

In accordance with the "Proposal Format and Submittal Requirements" listed on Page 9 of the Town's Request for Proposals, the following "Sample" residential and commercial plan review correction letters are included with this proposal in APPENDIX D.

TOWN OF LOS GATOS

Per our current contractual arrangement with the Town of Los Gatos Building Division, we no longer issue traditional plan review correction letters. Since 2023, the current method of providing plan reviews for Town of Los Gatos building permits includes providing redlined "markups" on the Town's DigEplan/Accela system, which are processed into a report by Town staff and issued to the applicant as a corrections "matrix" report. As a result, OCC does not have any recent traditional correction letter samples from the Town of Los Gatos to include in this Proposal for Plan Review Services. We recommend that any Town staff reviewing our proposal access the following permits on the Town's DigEplan/Accela system to review a residential sample plan review and a commercial sample plan review by OCC:

- Residential sample:
Permit# B25-1092 – 210 & 210-A La Terra Court – (N) Single Family Dwelling with Attached Accessory Dwelling Unit
- Commercial sample:
Permit# B25-1117 – 31 University Avenue – Restoration Hardware – Retail & Restaurant Tenant Improvements

CITY OF CAMPBELL

Traditional comment letters are provided for City of Campbell plan reviews. Once all departments/agencies review a specific building permit, City Permit Technicians generate a combined comment letter containing all of the reviewing department/agency comments. The following comment letters are provided in APPENDIX D:

- Residential sample:
Permit# BLD-2025-1225 – 200, 201, 202, 203, 204, 205, 206, 207, 209, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, and 221 Frontier Way – Mozart Development – 20 (N) Townhomes in 4 Townhome Buildings
- Commercial sample:
Permit# BLD-2024-1158 – 48 Civic Center Drive – Barrel & Hops – (N) "COLD" Shell Restaurant Building



DISCLOSURE OF LITIGATION/DISCIPLINE

In accordance with the "Proposal Format and Submittal Requirements" at the "Disclosure of Litigation/Discipline" section listed on Page 9 of the Town's Request for Proposals, O'Brien Code Consulting, Inc. offers the following responses:

- O'Brien Code Consulting, Inc. and its owners and sole employees, Ms. Susan C. O'Brien, and Mr. Michael S. O'Brien have never been disciplined or censured by any regulatory body.
- O'Brien Code Consulting, Inc. and its owners and sole employees, Ms. Susan C. O'Brien, and Mr. Michael S. O'Brien have never been involved in litigation or other legal proceedings relating to the provision of services.



REFERENCES

O'Brien Code Consulting, Inc. is a small firm that provides client-based comprehensive plan review services to only two jurisdictions within the past five years. We hope this is acceptable, as we believe our capacity to deliver highly focused client plan review services to a select group of jurisdictions offers greater value than firms with broader references but potentially less personalized client service.

O'Brien Code Consulting, Inc. has current contracts with the following jurisdictions:

TOWN OF LOS GATOS

Mr. Joel Paulson, Community Development Director (408) 354-6879

Mr. Robert Gray, CBO, Chief Building Official (408) 354-6815

Mr. Roy Alba, Senior Building Inspector (408) 399-5702

110 East Main Street, Los Gatos, CA 95032

CITY OF CAMPBELL

Mr. Bob Lennen, Building Official (408) 866-2130

Ms. Marge Sung, Permit Technician (408) 871-5102

Mr. Austin Arabia, Permit Technician (408) 866-2181

70 North First Street, Campbell, CA 95008

In accordance with the "Proposal Format and Submittal Requirements" listed on Page 10 of the Town's Request for Proposals, the following form has been completed and signed by Ms. Susan C. O'Brien, Principal, O'Brien Code Consulting, Inc. and included in APPENDIX E:

- Attachment 2 – References

Please see APPENDIX E of this Proposal for the completed References form.



INSURANCE COVERAGE

O'Brien Code Consulting, Inc. has a current contract for plan review services with the Town of Los Gatos and carries all required insurance coverages with required endorsements as listed in the "Sample Consultant Services Agreement" (Attachment 4) that was included with the "Proposal Format and Submittal Requirements" listed on Page 10 of the Town's Request for Proposals.

If selected by the Town, O'Brien Code Consulting, Inc. shall maintain minimum coverage requirements for commercial general liability, automobile liability, professional liability, and workers' compensation as specified in the Consultant Services Agreement unless waived by the Town Attorney. We understand we may achieve the required limits and coverage through a combination of primary and excess or umbrella liability insurance provided such policies result in the same or greater coverage as the coverages required by Town, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. If selected by the Town, O'Brien Code Consulting, Inc. shall cause the insurance policies required herein to include the Town, and their respective officials, officers, employees, and volunteers as additional insureds for claims caused in whole or in part by O'Brien Code Consulting's negligent acts or omissions. O'Brien Code Consulting, Inc. shall provide certificates of insurance to the Town that evidence compliance with the above.

In addition to the Town's contractual required insurances, OCC carries an "Active Cyber Insurance Advantage" policy with an "Aggregate Policy Limit of Liability of \$1,000,000" and a "Per Event Limit of Liability \$1,000,000" through Coalition Insurance Company.

In accordance with the "Proposal Format and Submittal Requirements" listed on Page 8 of the Town's Request for Proposals, the "Attachment 3 – Statement regarding Insurance Coverage and Worker's Compensation Insurance Acknowledgement Certificate" has been completed and signed by Ms. Susan C. O'Brien, Principal, O'Brien Code Consulting, Inc.

Please see APPENDIX B of this Proposal for the completed and signed "Attachment 3 – Statement regarding Insurance Coverage and Worker's Compensation Insurance Acknowledgement Certificate".



BUILDING PLAN REVIEW FEES:

Fees for comprehensive plan reviews, performed at the O'Brien Code Consulting, Inc. office, will be equal to **sixty** percent (**60%**) of the review fees as calculated per the Town of Los Gatos Building Division. **This fee is negotiable.** This percentage based rate will be effective until June 30, 2029. The Town will provide O'Brien Code Consulting, Inc. with jurisdiction plan review fees (project by project) for use in calculating O'Brien Code Consulting, Inc. fees.

The above fee covers all services associated with the typical plan review, including:

- The review of plans and related documents for compliance with the California Building Laws as generally found in Title 24 Parts 1, 2, 2.5, 3, 4, 5, 6, 7, 8, 9, 10, 11, and 12, including structural, fire/life safety, accessibility, energy conservation, and green building, and all applicable local amendments and ordinances.
- Transmittal of documents to and from the jurisdiction.
- First, second, and quick third reviews, if necessary, to approve projects.

Additional plan reviews (extensive third reviews and beyond) will be charged at an hourly rate in accordance with the Standard Rate Schedule.

Miscellaneous Support Services Fees:

Miscellaneous technical and support services, including but not limited to, attending pre-submittal meetings and providing staff training, on-site or virtually at the request of the Chief Building Official, will be charged at an hourly rate in accordance with the Standard Rate Schedule.

Billing Procedures:

For new permits: At the completion of the first plan review and issuance of first plan review comments for each project, O'Brien Code Consulting, Inc. will furnish to the Town of Los Gatos an invoice including a statement of the work performed for compensation for that specific project.

For revisions and deferred submittals: At the completion of the final plan review and issuance of approval letter for the project, O'Brien Code Consulting, Inc. will furnish to the Town of Los Gatos an invoice including a statement of the work performed for compensation for that specific project.



O'BRIEN CODE CONSULTING, INC.

STANDARD RATE SCHEDULE– TOWN OF LOS GATOS

<u>Personnel Description</u>	<u>Hourly Billing Rate*</u>
Principal	\$ 150.00

*Overtime will be charged at 125% of the standard hourly rate.
 No overtime will be charged without prior authorization by the client.

These rates are effective through June 30, 2029. This fee is negotiable.

Expedited Plan Review Fee

Fees for expedited comprehensive plan reviews of new permits, performed at the O'Brien Code Consulting, Inc. office, will be equal to **one-hundred fifty** percent (150%) of the review fees as calculated per the Town of Los Gatos. ***This fee is negotiable.***

Fees for expedited comprehensive plan reviews of rechecks, revisions, or deferred submittals will be charged at **one-hundred fifty** percent (150%) of the standard Hourly Billing Rate above (\$225.00 per hour). ***This fee is negotiable.***

Mileage Reimbursement –

(for any OCC staff travel required by the Building Official, beyond 30 miles from the Town offices) Standard Government Mileage Rate + 15% (Currently \$ 0.725 * 1.15 = \$ 0.834 per mile)

Outside Consultants - Cost plus 15%

Site Visits & Travel Expenses - Cost plus 15%

** Hours for in-house services in excess of 8 hours (per day) will be billed at the overtime rate shown above. When in-house services or plan review overtime is requested on weekends or holidays, these overtime services will be provided in 4-hour minimum segments.



APPENDIX A

Conflict of Interest Statement (Attachment 1)



ATTACHMENT 1 - CONFLICT OF INTEREST STATEMENT

THIS FORM MUST BE PRINTED OUT, COMPLETED AND SUBMITTED WITH THE PROPOSAL

BUILDING DIVISION PLAN REVIEW AND OTHER SUPPORT SERVICES

The undersigned declares:

I/We Susan O'Brien (OCC) (Insert Name) have the following financial, business, or other relationship with Town of Los Gatos that may have an impact upon the outcome of the contract. If none, please specify that no other relationships may have an impact on this contract or Project.

I/We are currently a contract plan review company for the Town Building Division

I/We Susan O'Brien (OCC) (Insert Name) have the following current clients who may have a financial interest in the outcome of this contract. If none, please specify that no other clients may have a financial interest with an impact on this contract or Project.

I/We have no other clients that may have a financial interest with an impact on this contract.

Pursuant to Government Code section 1090 and any other laws, rules and regulations that may apply, the Proposer covenants that neither it, its subcontractors nor employees presently have an interest, and shall not acquire any interest, direct or indirect, financial or otherwise that would conflict in any manner or degree with contract awarded from this RFP. Proposer certifies that to the best of its knowledge, no one who has or will have any financial interest in the contract awarded from this RFP is an officer or employee of the Town. Through its submittal of a proposal, Proposer acknowledges that it is familiar with Section 87100 et seq. and Section 1090 et seq. of the Government Code of the State of California and will immediately notify the Town if it becomes aware of any facts concerning the contract to be awarded that constitute a violation of said provisions.

Furthermore, if there is reason to believe that collusion exists among the Proposers, the Town may refuse to consider proposals from participants in such collusion. No person, firm, or corporation under the same or different name, shall make, file, or be interested in more than one proposal for the same

work unless alternate proposals are called for. A person, firm, or corporation who has submitted a sub-proposal to a Proposer, or who has quoted prices on materials to a Proposer, is not thereby disqualified from submitting a sub-proposal or quoting prices to other Proposers. Reasonable ground for believing that any Proposer is interested in more than one proposal for the same work will cause the rejection of all proposals for the work in which a Proposer is interested. If there is reason to believe that collusion exists among the Proposers, the Town may refuse to consider proposals from participants in such collusion. Proposers shall submit as part of their proposals documents the completed Non-Collusion Declaration provided herein.

I, on behalf of the Proposer, declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on March 25, 2026 [date], at Dayton [city], Nevada [state].

Susan O'Brien, O'Brien Code Consulting, Inc.

President

Proposer Name (Person, Firm, Corp.)

Title of Authorized Representative

340 Orderville Street

Susan C. O'Brien

Address

Name of Authorized Representative

Dayton, NV, 89403

City, State, Zip

March 25, 2026

(Date)



(Signed)

APPENDIX B

Insurance Coverage Statement (Attachment 3)



**ATTACHMENT 3 - STATEMENT REGARDING INSURANCE COVERAGE AND WORKER'S COMPENSATION
INSURANCE ACKNOWLEDGMENT CERTIFICATE**

THIS FORM MUST BE PRINTED OUT, COMPLETED AND SUBMITTED WITH THE PROPOSAL

BUILDING DIVISION PLAN REVIEW AND OTHER SUPPORT SERVICES

PROPOSER HEREBY CERTIFIES that the Proposer has reviewed and understands the insurance coverage requirements specified in the RFP. Should the Proposer be awarded a contract for Services, Proposer further certifies that the Proposer can meet the specified requirements for insurance, including insurance coverage of any subcontractors, and agrees to name the Town as additional insured for the Services specified.

By certifying this form, the Proposer also understands the Worker's Compensation insurance requirement per the California Labor Code, Sections 1860 and 1861:

I am aware of the provisions of Section 3700 of the Labor Code, which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

Susan C. O'Brien, O'Brien Code Consulting, Inc.

Name of Proposer (Person, Firm, or Corporation)



Signature of Proposer's Authorized Representative

Susan C. O'Brien, President, O'Brien Code Consulting, Inc.

Name & Title of Authorized Representative

March 25, 2026

Date of Signing

APPENDIX C

RESUME

Susan C. O'Brien



Susan C. O'Brien, P.E., LEED AP, CASp

Principal



LICENSES & CERTIFICATIONS:

- Licensed Civil Engineer, State of California, License Number: C-56658 (EXP 6.30.2027)
- ICBO/ICC Certified Plans Examiner, Number 0879129 (EXP 5.13.2028)
- LEED AP Certified, June 2009
- CASp Certified, Number CASp-220 (EXP 06.30.2028)
- CAL OES Safety Assessment Program – ID #64779 (EXP 06.16.2029)

EDUCATION:

- Bachelor of Science, Civil Engineering – San Jose State University, 1993

WORK EXPERIENCE:

September 2022 – Present – **O'Brien Code Consulting, Inc.** – Dayton, NV

April 2009 – September 2022 – **O'Brien Code Consulting, Inc.** – Campbell, CA

Principal

Managing Principal performing all plan reviews and building department services for various Bay Area municipal building departments.

May 2007– April 2009 - **West Coast Code Consultants, Inc. (WC³)** – San Ramon, CA

Supervising Plan Check Engineer / Project Manager

Supervising Plan Review Engineer reviewing plans for various Bay Area municipal building departments. The scope of reviews include the review of residential and commercial plans for Structural, Life-Safety, Plumbing, Mechanical and Electrical, T-24 Energy and T-24 Accessibility compliance.

- Major projects include: VMWare gymnasium, Palo Alto; St. Francis Theater, Mountain View; Lawson Lane Office Campus, Santa Clara; Marriott 7-Story Hotel, Campbell; Walker Medical Office Building, Los Gatos.

January 1999 to April 2007 - **Bureau Veritas (formerly LP²A)** - Pleasanton, CA

Director of Plan Review

- Joined LP²A as a Plan Review Engineer and through numerous promotions became the Director of Plan Review in June 2006.

(Continued on next page)



O'Brien Code Consulting, Inc.

Quality – Service - Value

Susan C. O'Brien, P.E., LEED AP, CASp

Principal

WORK EXPERIENCE (continued):

January 1999 to April 2007 - **Bureau Veritas (formerly LP²A)** - Pleasanton, CA

Director of Plan Review

- Provided complete plan reviews of complex projects, including high rise (Spieker Tower, Emeryville), several garage podium structures with apartments above (Gateway - Los Gatos, and numerous in Emeryville), movie theater (Bay Street, Emeryville), and OSHPD 3 medical clinics (Los Gatos).
- Instrumental in establishing plan review intern program. Trained interns to understand work-flow process; mentored interns to perform plan review rechecks and non-structural plan reviews.
- Provided in-house plan review to multiple jurisdictions, including Los Gatos and Mountain View
- Managed staff of approximately 20 individuals consisting of plan review engineers and support staff. Implemented operations, ensuring high quality on-time reviews and profitability with emphasis on superior customer service.
- Received Employee of the Year Customer Service Award in 2003
- Received Outstanding Leadership Award in 2007
- Reviewed plans, details, calculations for code compliance to fire and life safety, accessibility, energy compliance, mechanical, plumbing, electrical, T-24 Energy & structural.

November 1992 – December 1998, **Town of Los Gatos Building Department** - Los Gatos, CA

Senior Plan Review Engineer

- Joined Los Gatos as an engineering intern and through several promotions became the Senior Plan Review Engineer
- Provided complete plan reviews for all projects, including new large single family dwellings, new commercial buildings, and tenant improvements.
- CIP Project Management included Energy Efficient Lighting Retrofit Project Manager; Town Sidewalk Replacement Program administrator; Town Police Department remodel design engineer and project manager; Town CNG Station project manager.

(Continued on next page)



Susan C. O'Brien, P.E., LEED AP, CASp

Principal



WORK EXPERIENCE (continued):

November 1992 – December 1998, **Town of Los Gatos Building Department** - Los Gatos, CA
Senior Plan Review Engineer

- Developed Town Public Works Department Standard AutoCAD details for streets and sidewalks and accessibility in the public right-of-way.
- Received Employee of the Quarter Award in 1997

PROFESSIONAL AFFILIATIONS:

- Member – International Code Council (ICC)
- Member – ICC East Bay Chapter, ICC Monterey Bay Chapter, ICC Peninsula Chapter
- Member – American Society of Civil Engineers (ASCE)
- Member – National Association of Professional Women (NAPW)
- Member - Tri-Chapter Uniform Code Committee
- Member – National Fire Protection Association (NFPA)
- Member – International Association of Plumbing & Mechanical Officials (IAPMO)
- Member – Certified Access Specialist Institute (CASI)
- ICC Peninsula Chapter President, 2012-2013 Term
- ICC Peninsula Chapter Vice President, 2011-2012 Term
- ICC Peninsula Chapter Secretary, 2010-2011 Term
- ICC Peninsula Chapter Treasurer, 2009-2010 Term

SKILLS:

- Proficiency in Bluebeam software, Microsoft 365, various virtual meeting software
- Attention to detail
- Active listening
- Communication
- Excellent customer service
- Collaboration
- Time Management



O'Brien Code Consulting, Inc.

Quality – Service - Value

APPENDIX D

Samples

- **Residential sample:**

Permit# BLD-2025-1225

200, 201, 202, 203, 204, 205, 206, 207, 209, 211, 212, 213,
214, 215, 216, 217, 218, 219, 220, and 221 Frontier Way

Mozart Development

20 (N) Townhomes in 4 Townhome Buildings

- **Commercial sample:**

Permit# BLD-2024-1158

48 Civic Center Drive

Barrel & Hops – (N) “COLD” Shell Restaurant Building





O'Brien
Code
Consulting, Inc.

Third Party City of Campbell – First Review
City Permit No.: **BLD-2025-1225**
OCC Job No.: 2025-302-018

August 15, 2025

Mr. Bob Lennen
Chief Building Official
City of Campbell
70 North First Street
Campbell, CA 95008
Email: bobl@campbellca.gov

Re: Plan Review: Mozart Development –
20 (N) Townhomes in 4 Townhome Buildings – FULL REVIEW
Address: 200, 201, 202, 203, 204, 205, 206, 207, 209, 211, 212, 213, 214, 215, 216, 217, 218,
219, 220, and 221 Frontier Way

Dear Mr. Lennen:

O'Brien Code Consulting (OCC) has completed the **first FULL** review of the following documents **located on the City's MGO database in PDF format** on behalf of the City of Campbell:

1. Plans: One (1) copy (uploaded 06/30/2025 by Marge Sung) of sheets TS through L7 (112 sheets) cover sheet dated June 23, 2025, by SDG Architects, et al.
2. Energy Calculations(uploaded 06/30/2025 by Marge Sung – each as separate PDF files): One (1) booklet "Plan 1" and one (1) booklet "Plan 2" each dated June 23, 2025, by XL Engineering.
3. Geotechnical Investigation Report/Soils Report: One (1) booklet (uploaded 06/30/2025 by Marge Sung), dated June 2025, by Silicon Valley Soil Engineering.
4. Structural Calculations: One (1) booklet (uploaded 06/30/2025 by Marge Sung), dated "Reason: First Submittal" June 20, 2025, by XL Engineering.

The 2022 California Residential, Building, Mechanical, Electrical, Plumbing, CALGreen and Energy Codes (i.e., 2021 IRC, IBC, UMC, UPC, and 2020 NEC as amended by the State of California and the City of Campbell) and the 2022 City of Campbell Reach Code were used as the basis of our review. **Our comments follow on the attached list.**

Please provide an itemized response letter and upload the full set of revised plans and documents to the City's MGO database in PDF format.

Sincerely,
O'Brien Code Consulting, Inc.
Susan C. O'Brien
Susan O'Brien, P.E., LEED AP, CASp
Civil Engineer
ICC/IRC Plans Examiner

cc: Ms. Marge Sung, Permit Technician: marges@campbellca.gov
Mr. Austin Arabia, Permit Technician: austina@campbellca.gov

**Mozart Development - 20 (N) Townhomes
in 4 Townhome Buildings – FULL REVIEW**

First Review-Third Party City of Campbell

200, 201, 202, 203, 204, 205, 206, 207, 209, 211, 212,
213, 214, 215, 216, 217, 218, 219, 220, and 221 Frontier Way
August 15, 2025

OCC Project No. 2025-302-018

Page 2

Re: Occupancy Group:	R-3 / U
Type of Construction:	V-B
Sprinklers:	Required
Stories:	Three
Square Footage:	38,104 SF / 9,144 SF (cumulative areas)

GENERAL COMMENTS:

- A. The following plan review documents are based on the City of Campbell Building Regulations. For your convenience, the following comments are referred to the 2022 California Residential, Mechanical, Plumbing, Electrical, Energy, and Green Building Codes (i.e., 2021 IRC, 2021 UMC, 2021 UPC, and 2020 NEC, as amended by the State of California and City of Campbell) and the 2022 City of Campbell Reach Code unless otherwise noted. In addition, structural review is based on the ASCE 7-16 with Supplement 1.
- B. Please respond in writing to each comment by marking the attached comment list or creating a separate response letter. Indicate which detail, specification, or calculation shows the requested information. Your complete and clear responses will expedite the re-check and hopefully approval of this project. Thank you for your assistance.
- C. The following plan check comments reflect a review of building plans only for compliance with current adopted California Codes listed in comment A above. If site-related comments are applicable to this project, they will be generated by others (e.g., City Engineering, Public Works, Health, etc.).

ARCHITECTURAL COMMENTS:

- A1. Please be sure to include on the resubmittal the architect's "wet" stamp, signature, registration number and expiration date on all sheets of plans. A digital/electronic stamp and signature is permitted per CA B&P Code Section 5536.1 and 2. CRC Section R106.1
- A2. Submit your drawings and secure an approval letter from West Valley Sanitation District (408) 378-2407. This letter is often used as the sewer permit. If W.V.S.D. requires "check valve protection and/or a property line cleanout" on this project, mark the location on the Proposed Site Plan on Sheet AS1 and the Civil Utility Plan Sheet IP-5 and place a boxed note showing: "**West Valley Sanitation District (W.V.S.D) has required a check valve or a property line cleanout or both (only list exactly what they are requesting). The sewer line modification will require inspection from WVSD and the City of Campbell.**"
- A3. Please amend the title block of all sheets of the plans and cover sheets of the Energy Calculations, Soils Report, and Structural Calculations, to show the correct project addresses: 200, 201, 202, 203, 204, 205, 206, 207, 209, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, and 221 Frontier Way. Please see the "snapshot" from

**Mozart Development - 20 (N) Townhomes
in 4 Townhome Buildings – FULL REVIEW**

First Review-Third Party City of Campbell

200, 201, 202, 203, 204, 205, 206, 207, 209, 211, 212,
213, 214, 215, 216, 217, 218, 219, 220, and 221 Frontier Way
August 15, 2025

OCC Project No. 2025-302-018

Page 3

the City assigned addressing documents below for more information:



- A4. Sheet TS: Please **replace** “General Notes” at Note no. 12 on the cover sheet of the plans with the following notes: “The City of Campbell recently passed an Air Quality Ordinance (Campbell Municipal Ordinance 2316 – second reading adopted on September 3, 2024 – **effective October 3, 2024**) that bans nitrogen oxides (NOx) emitting appliances in **new** residential and commercial buildings, as well as in major remodels classified as **new structures using portions of the original/existing structure**. This ordinance applies to appliances such as space and water heaters, stoves, ovens, fireplaces, and clothes dryers, requiring them to be zero-NOx, which essentially means switching to electric alternatives.” Please revise the plans as required to meet the requirements of this ordinance.
Campbell Municipal Code Chapter 6.13 Air Quality

- A5. Sheet TS: Please amend the Cover Sheet of the plans to show the following:
 - A. Legal job addresses: 200, 201, 202, 203, 204, 205, 206, 207, 209, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, and 221 Frontier Way, at the “Code Information” table
 - B. APN (Assessor’s Parcel Number).
 - C. Please amend the list of “Applicable Codes,…” to include reference to the City of Campbell **Municipal Code**.
 - D. Regarding the “Area Summary” table:
 - i. The table lists the “Unit 1” “Garage” area = 456 SF. However, plan Sheet 1-1 shows 454 SF for the “Garage” area for “Unit 1” at the “Square Footages” table. Please review and reconcile this Garage floor area discrepancy throughout the plans.

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- ii. The table lists the "R-3 Occupancy Cumulative Area" = 38,104 SF. However, based on the sum of the R-3 floor areas per the number of each unit type, it appears that the correct "R-3 Occupancy Cumulative Area" should equal **38,116 SF** ((8x Unit 2 = 16,144 SF) + (12x Unit 1 = 21,972) = 38,116 SF). Please review and reconcile/revise the total "R-3 Occupancy Cumulative Area" to match the plans.
- E. At the "Deferred Submittals" list, please amend note no. "A" pertaining to the fire sprinklers to include the following notes: *"A permit for a NFPA 13D residential fire suppression sprinkler system shall be applied for as a deferred submittal. Submit calculations and design direct to Santa Clara County Fire Department (SCCFD), 14700 Winchester Blvd, Los Gatos (408) 378-4010. If the deferred submittal is not applied for and approved before the rough inspection phase of the project, inspections will be on hold until the submittal is approved."*
- F. At the "Deferred Submittals" list, please amend the note no. "B" pertaining to the engineered trusses to include the following notes: *"Engineered off-site fabricated roof truss design drawings shall be submitted as a deferred submittal prior to any rough frame or trade inspections."*
- G. Campbell's Public Works Department will require an Encroachment Permit for any required work to the curb and gutter and possibly the sidewalk. Please add the following note under the "Deferred Submittals" heading: *"An Encroachment Permit shall be applied for as a deferred submittal. If the deferred submittal is not applied for and before the rough trade inspections, the project will be put on-hold until the submittal is approved."*
- H. Amend the "Deferred Submittals" list to show the following: Regarding the PV system that is required by the Energy Calculations, please amend the list of "Deferred Submittals" to include the following note: *"A permit for a photovoltaic solar system will be applied for as a deferred submittal. If the deferred submittal is not applied for and before the rough trade inspections, the project will be put on-hold until the submittal is approved."* Make an additional notation on the MEP: *Plumbing and attic venting shall be placed clear from future solar panels.*
- I. Add Notation: *Construction hours shall be 8-5 M-F, 9-4 Saturdays, No Work Sundays or Holidays*
- J. Add notation per Cal Green 4.50: *There shall be no use of products, materials, paints, solvents, primers, caulks, or glues that exceeds California's limit on Volatile Organic Compounds (VOC).*
- K. Add notation per R408.5: *All construction debris shall be removed from the crawlspace and attic areas*
- L. Add Notation: *Construction site must comply with CFC Chapter 33, Fire Safety During Construction that will include protection from: temporary heating, flammables, combustible materials, open flame, spark*

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production, access and egress, water supply and portable fire extinguishers for minor fire suppression.

- M. Add Notation: Major new home project shall receive a security fence with a green site screen, place a weatherproof sign(s) that show: the address, Campbell's working hours of construction, a contact name, phone number and email of the contractor.
- N. Add notation per R401.3: Finish grade shall be 5% away from foundation and have sufficient slope to retain storm water on-site and not to flow to the neighbor's property or to the street.
- O. Add this Waste Management Statement to the cover sheet:
Waste Management Statement
Construction wash-out water from concrete, mortar, tile, taping, and painting shall be done in a portable containment pool or in a lined evaporative pit. Wash-out shall not enter the street, neighboring property, or the storm water system.
Trash piles shall not be located in the front yard or visible from the street. Trash piles shall not contain: paints, solvents, glues, taping compound, food products, or easily recycle-able discards such as bottles, cans, plastics, or paper. Remaining trash shall be limited to concrete, wood, drywall, roofing, and assorted metals and shall be covered with a waterproof tarp. Trash shall be separated at an approved bay area disposal site such as Guadalupe Recycling. All trash is to be quickly hauled off site. Retain and upload disposal receipts into your **Green Halo** project account. Proof of recycling and disposal of the job site trash must be approved and signed off prior to final inspection and issue of a Certificate of Occupancy.

- A6. Sheet G1: Please delete "Energy Conservation" note no. 11 from the plans. The City of Campbell recently passed an Air Quality Ordinance (Campbell Municipal Ordinance 2316) that bans nitrogen oxides (NOx) emitting appliances in **new** residential buildings. This ordinance applies to appliances such as space and water heaters, stoves, ovens, fireplaces, and clothes dryers, requiring them to be zero-NOx, which essentially means switching to electric alternatives. Please revise the plans as required to meet the requirements of this ordinance.

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- A7. Sheet AS1 and Civil plan sheets: Amend the Proposed Site Plan to show the following types of information:
 - A. Dimension the distance between Building 2 and Building 4.
 - B. Main Electrical Utility lines and main services at each dwelling unit. CRC Sections R106.1.1
 - C. This project requires storm water retention in-place upon construction completion to comply with CGBSC Section 4.106.2. Although there are many ways to accomplish this, the easiest method is to install roof gutters and downspouts that connect to subsurface drain pipes that terminate

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into drywells or pop-up emitters located in the middle of the front or back yards. **Civil Plan Sheet IP-4 and Civil Plan Sheet IP-5 currently show several downspouts terminating at splash blocks located less than 12-feet from the property line, which is not permitted by the City of Campbell Building Division.** Please revise the plans throughout to **clearly identify the actions necessary to retain all storm waters on site and not permit flow to the public storm system or neighboring properties.** Splash blocks are only allowed in areas at least 12 feet away from the property line and the flow is directed towards the center of the front or back yards through swales or subsurface drain piping.

- D. Sheet IP-1: Please amend the "Title Plan & Site Plan" sheet at the upper center of the sheet to show the Building Permit # "BLD-2025-1225" in the designated location on the plan sheet.
 - E. Sheet IP-2: Please amend the "Grading & Drainage Notes" at note no. 3 to complete the Geotechnical/Soils report information for this project.
 - F. Sheet IP-2: Please amend the "Grading & Drainage Notes" at note no. 11 to correct the minimum grading requirements to specify the ground immediately adjacent to the building foundations shall be sloped away from the building at a slope of not less than 5% for a minimum distance of 10 feet. Impervious surfaces shall be sloped not less than 2% away from the building.
CRC R401.3
- A8. Sheet WS2: The GA wall assembly number WP 3269 listed at Detail no. 5 (1-Hour Fire Rated Common Wall) does not appear to be current. Please locate/provide on the plans, the current listed assembly for this 1-Hour Fire Rated Common Wall for review. CRC Section R302.2.
- A9. Sheet B7-1C: Please amend the Building Type 7 Roof Plan to clearly indicate the "hatched" area shown on the Roof Plan are the locations where for a distance of not less than 4 feet on each side of the wall or walls any openings or penetrations in the roof are not permitted within 4 feet of the common walls. CRC Section R302.2.4, EX
- A10. Sheet WS2: Please amend Detail no. 1 (Rated Roof/Ceiling) at the locations where CRC Section R302.2.4, Exception applies to specify one layer of 5/8-inch **Type X** gypsum board is installed directly beneath the roof decking or sheathing, supported by not less than nominal 2-inch ledgers attached to the sides of the roof framing members, for a distance of not less than 4 feet on each side of the wall or walls.
- A11. Sheet 1-1, Sheet 2-1, Sheet 2-1A, Sheet B4-1A, Sheet B4-1B, Sheet B4-1D, Sheet B5-1A, Sheet B5-1B, Sheet B7-1A, and Sheet B7-1B: Please **delete** the "Gas Type" reference at the "FLR. Plan General Notes" note. No. 2. The City of Campbell recently passed an Air Quality Ordinance (Campbell Municipal Ordinance 2316 – second reading adopted on September 3, 2024 – **effective October 3, 2024**) that bans nitrogen oxides (NOx) emitting appliances in **new** residential

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buildings. This ordinance applies to appliances such as space and **water heaters**, stoves, ovens, fireplaces, and clothes dryers, requiring them to be zero-NOx, which essentially means switching to electric alternatives."

Please revise the plans as required to meet the requirements of this ordinance.

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- A12. Sheet 2-1: The Third Floor Plan shows interior elevation "tag" 11/2-3 at the Primary Bathroom. However, the referenced interior elevation 11/2-3 shows the "Bath 4 @ the Adaptable Dwelling Unit". Please review and reconcile this discrepancy.
- A13. Sheet 1-1, Sheet B4-1A, Sheet B5-1A, Sheet B7-1A, etc.: The Unit 1 First Floor Plan shows the interior door from the Entry hall to the Garage swinging out into the Garage. The Civil Plan Sheet IP-4 show a 6-inch difference between the dwelling FFE and the garage FFG. Amend floor plans to show a minimum 36- inch deep landing on the garage side of this door such that it is not more than 1-1/2 inch lower than threshold of the door OR amend the plans to reverse the door swing of this door such that it swings into the Entry hall and not into the Garage. CRC Section R311.3 and R311.3.2
- A14. Sheet 2-2: The Unit 2 building cross-sections show the roof pitch as 6:12. However, the Unit 2 Roof Plans on Sheet B4-1C, Sheet B4-1E, Sheet B5-1C, Sheet B7-1C, etc. shows the Unit 2 roof pitch as 8:12. Please review and reconcile this roof pitch discrepancy throughout the plans. CRC Section R905 **ADVISORY:** *Please make sure to coordinate any roof pitch revisions on the plans with the "roof rise" listed in the Energy Calculations and revise the Energy Calculations to match the revised plans, if required.*

ACCESSIBILITY COMMENTS:

The following comments pertain to the "Adaptable Dwelling Units" nos. 16 (212 Frontier Way) and 20 (220 Frontier Way), unless noted otherwise.

- A15. Provide written confirmation **on the plans** from the project owner/developer whether this project IS **or** IS NOT defined as "public housing". Project Architect shall carefully review the 2022 CBC Chapter 2 "Public Housing" definition when considering this comment. **Advisory:** *If this project is defined as public housing, then the dwelling units constructed under this project will be subject to the requirements of CBC Chapter 11A and CBC Chapter 11B. CBC 202 and 1101A*
- A16. Sheet AS1, Sheet IP-4, etc.: Regarding the Site Plan:
- A. Sheet IP-4: Plans show a portion of the designated accessible route (in front of the mailbox cluster) with a 5% slope. Since a walk becomes a ramp when the slope exceeds 5%, please amend the plans to clearly indicate this 5% slope is a **maximum slope**. **ADVISORY:** *Architect/Engineer may want to revise the plans such that the slope along this segment of the accessible route has a slope that is lower than the 5% maximum (i.e. 4.5%) to*

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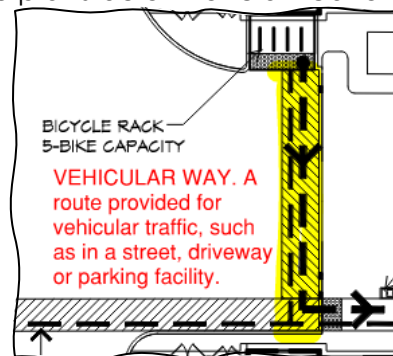
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accommodate any adjustments that may be required during the construction process, which may trigger this walk slope exceeding 5% and becoming a ramp. CBC Sections 1113A and 1114A

- B. Sheet AS1: The Site Plan shows a portion of the designated "Accessible Path" (required accessible route) adjoining a vehicular way. See OCC redlined "snapshot" from the plans below for clarification:



For this walk that adjoins a vehicular way, please amend the plans to show the walking surface shall be separated from the vehicular area by curbs, railings or other elements, or the boundary between the pedestrian areas and the vehicular areas shall be defined by a continuous detectable warning 36 inches wide minimum, complying with Chapter 11B, Section 11B-705. Clearly show full compliance with these separation requirements on the plans. CBC Section 1116A.5.

- C. Sheet AS1, Sheet IP-4, etc.: The site plans show a cluster of mailboxes at "accessible path" shown to the North of Building 4 at the same location where the 5% sloping walk is shown in front of the mailbox clusters. Although the common use "cluster mailboxes" serving the covered multifamily dwelling units are not specifically regulated in the 2022 CBC Chapter 11A, the need to comply with the criteria for common use areas in the 2022 CBC Chapter 11A and the Fair Housing Act (which is not reviewed for compliance by the local jurisdiction). The intent of the Fair Housing Act is that people with disabilities shall be able to reach and use outside mailboxes, by providing an accessible route of travel to such mailboxes and to provide complying reach ranges. CBC Section 1102A.3, Item no. 4 requires that all common use areas to be accessible. **Revise plans to show accessible route of travel to the outdoor mailboxes in compliance with CBC Section 1110A and compliance with the reach range limits of CBC 1127A and 1138A.**

- A17. Sheet 2-1: Please amend the "Adaptable Dwelling Unit" floor plans to specify the following for the dwelling unit doors:
- A. Specify maximum door opening efforts: 8.5 lbs. at exterior, 5 lbs. at interior, and 15 lbs. at fire doors. CBC 1132A.6
 - B. Specify all doors are equipped with single-effort, non-grasp hardware (i.e., lever) centered between 30" and 44" above the floor. CBC 1132A.8

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- A18. Sheet 2-1 and Sheet 2-3: Amend the Bathroom 4 plans for the “Adaptable Dwelling Units” to entirely comply with CBC 1134A.2, Option 2. Required features include the following:
- A. For the water closet that is shown in a space that is less than the 48-inch minimum required width but complies with the minimum 36-inch required width of the Exception to CBC Section 1134A.7, please amend the plans to dimension any lavatories, cabinets, wing walls or privacy walls located immediately adjacent to the water closet which extend no more than 24 inches in depth.
 - B. Sheet 2-3: Please amend “Bath 4 @ ADP” Elevation no. 11 to show the grab bar reinforcement installed on the back wall of the bathtub **shall be a maximum of 6 inches above the bathtub rim extending upward to at least 38 inches** above the floor. CBC Section 1134A.5, Item #2
 - C. Sheet 2-1 and Sheet 2-3: At the lavatory, please amend the plans to show the following (CBC 1134A.8): Dimension 18 inches minimum from center line of lavatory fixture to side wall for forward approach.

MECHANICAL, PLUMBING, AND ELECTRICAL COMMENTS:

- MPE1. Make an additional notation on the MEP plans: *Plumbing and attic venting shall be placed clear from future solar panels.*
- E1. Sheet EN: The “General Electrical Notes” at Note no. 1 refers to the 2020 Milpitas Municipal Code. However, this project is located in the City of Campbell. Please amend “General Electrical Notes” at Note no. 1 to specify “2025 City of Campbell Municipal Code”.
- E2. Sheet EN2: This plan sheet titled, “Electrical Panel Schedule” within this first review plan set is blank. Please provide complete plan Sheet EN2 in the resubmitted plan set for review. Plan Sheet EN2 will be reviewed at recheck. Additional comments may be required at recheck.
- E3. Sheet 1-E2.0 and Sheet 2-E2.0: The “Plan General Standards & Guidelines” at note no. 4 lists the 2019 CEC, which is no longer the current adopted/applicable Code. Please amend the “Plan General Standards & Guidelines” at note no. 4 to specify the current adopted/applicable Code: 2022 CEC.
- E4. Sheet 1-E2.0 and Sheet 2-E2.0: Plans show an automatic garage door opener. Please amend the plans to specify the automatic garage door opener shall be listed and labeled in accordance with UL 325. CRC R309.4, and Health and Safety Code Sections 19890, 19891 and 19892
- E5. Sheet 1-E2.0 and Sheet 2-E2.0: Amend plans to **show** additional receptacle outlets in the following locations: An exterior receptacle at the rear of the dwelling. Specify any added receptacles must be within 6 feet 6 inches of grade, GFCI, and waterproof. CEC 210.52(E)

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- E6. Sheet 1-E2.0 and Sheet 2-E2.0: Specify light fixtures in tub or shower enclosures with label "suitable for damp locations." CEC 410.10(A)

T-24 ENERGY COMPLIANCE COMMENTS:

- T1. Regarding the "**Plan 1**" Energy Calculations, please amend the plans to show the following:
- A. Please amend the CF1R-PRF-01-E (page 1 of 15) at the "General Information" Line 03 to show the correct addresses for this project, as assigned by the City Building Division: 202, 203, 204, 205, 211, 213, 214, 215, 216, 217, 218, and 219 Frontier Way.
 - B. The CF1R-PRF-01-E (page 6 of 15) at the "Required PV Systems" section specifies this project was modeled for compliance with "PV System 3.1 kWdc". For this PV system that is required for Energy Compliance, please amend the cover sheet of the plans to include a note stating: "**For Plan 1**, PV System 3.1 kWdc is a 'Required PV Systems' of the Energy Calculations."
 - C. Sheet 1-T24.0 and Sheet 1-T24.1: Permanently affix fully completed and signed revised CF1R-PRF-01E and Mandatory Measures energy compliance forms to the plans. CEC Section 10-103
- T2. Regarding the "**Plan 2**" Energy Calculations, please amend the plans to show the following:
- A. Please amend the CF1R-PRF-01-E (page 1 of 15) at the "General Information" Line 03 to show the correct addresses for this project, as assigned by the City Building Division: 200, 201, 206, 207, 209, 212, 220, and 221 Frontier Way
 - B. The CF1R-PRF-01-E (page 6 of 15) at the "Required PV Systems" section specifies this project was modeled for compliance with "PV System 3.25 kWdc". For this PV system that is required for Energy Compliance, please amend the cover sheet of the plans to include a note stating: "**For Plan 2**, PV System 3.25 kWdc is a 'Required PV Systems' of the Energy Calculations."
 - C. The CF1R-PRF-01E (page 8 of 15) at the "Attic" table shows 6:12 as the Roof Rise for the entire Plan 2 dwelling type. However, the Unit 2 Roof Plans on Sheets B4-1C, etc. show 8:12 roof pitch for all Unit 2 dwelling units. Please review and reconcile this discrepancy.
 - D. Sheet 2-T24.0 and Sheet 2-T24.1: Permanently affix fully completed and signed revised CF1R-PRF-01E and Mandatory Measures energy compliance forms to the plans. CEC Section 10-103
- T3. Sheets T24.0 through 2-T24.1: Please amend the title block of each plan sheet to show the correct addresses for this project: 200, 201, 202, 203, 204, 205, 206, 207, 209, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, and 221 Frontier Way
- T4. Sheet 1-E2.0 and Sheet 2-E2.0: Please amend the Electrical Plans to show compliance with the "Battery Ready" requirements of CA Energy Code Section 150.0(s) to facilitate the future installation of a battery system:

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- A. Amend the plans to show at least one of the following:
 - i. ESS ready interconnection equipment with a minimum backed up capacity of 60 amps and a minimum of four ESS supplied branch circuits. OR
 - ii. A dedicated 1" minimum raceway from the main service to a subpanel that supplies the branch circuits described in #B below. The subpanel must be labeled "Subpanel shall include all backed-up load circuits." All branch circuits are permitted to be supplied by the main service panel prior to the installation of an ESS.
 - B. Specify a minimum of four branch circuits shall be identified and have their source of supply collocated at the subpanel referenced in Aii above to be supplied by the ESS. At least one circuit must supply the refrigerator, one lighting circuit near the primary egress, and at least one circuit shall supply a sleeping room receptacle outlet. There is no requirement for what is supplied by the fourth circuit.
 - C. Specify sufficient space shall be reserved to allow future installation of a system isolation equipment/transfer switch within 3 feet of the main panelboard. Raceways shall be installed between the panelboard and the system isolation equipment transfer switch location to allow the connection of backup power source.
- T5. Sheet EN1: Please amend the Unit Types 2 Main Panel P2 panel schedule to show the main panelboard shall have a minimum busbar rating of 225 amps. CA Energy Code §150.0(s)1B
- T6. Sheet T2: Note on the cover sheet of the plans that the builder must provide the homeowner with a luminaire schedule (as required in Title 24 California Code of Regulations, Part 1, §10-103(b)) that includes a list of lamps installed in the luminaries.

CALGREEN COMMENTS:

- CG1. Sheet EN1, Sheet 1-E2.0, and Sheet 2-E2.0: In accordance with the 2022 CGBSC Section 4.106.4 as amended and adopted by City of Campbell Muni Code Section 18.26.050, please amend the plans to show the following:
- A. One completed and ready to use (Level 1) 110 volt, 20-ampere, NEMA 1-20, 2 pole, 3 wire receptacle, **AND**
 - B. One completed and ready to use (Level 2) 208/240 volt, 40-ampere, NEMA 14-40, 3 pole, 4 wire receptacle, dedicated, and labeled as EV Charging.
 - C. Each required EV receptacle listed in comments A and B above shall be provided in the garage, or outside of the garage or near a parkway in a weatherproof cover (NEMA 3R) in the proximity of a vehicle parking area.
- CG2. Sheet TS: Regarding the CALGreen Environmental Quality requirements, please note the following on the cover sheet of the plans:
- A. Note on the plans that all adhesives, sealants, caulks, paints, coatings,

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and aerosol paint containers must remain on the site for field verification by the Building Inspector. CGBSC Section 4.504.2.4

- B. Note on the plans: "Prior to final inspection, a letter signed by the general contractor OR the owner/builder (for any owner/builder projects) must be provided to the City of Campbell Official certifying that all adhesives, sealants, caulks, paints, coatings, aerosol paints, aerosol coatings, carpet systems (including carpeting, cushion and adhesive), resilient flooring systems, and composite wood products installed on this project are within the emission limits specified in CGBSC Section 4.504."

STRUCTURAL COMMENTS:

- S1. Please be sure to include on the resubmittal the engineer's "wet" stamp, signature, and registration number on all sheets of plans depicting structural designed elements and cover sheets of calculations. A digital/electronic stamp and signature is permitted per CA B&P Code Section 5536.1 and 2. CRC Section R301.1.3.1
- S2. Please amend the cover sheet of the Soils Report (and all address references throughout the report) to show to show the correct project addresses: 200, 201, 202, 203, 204, 205, 206, 207, 209, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, and 221 Frontier Way.
- S3. Submit a letter from the soil engineer confirming that the foundation plan, grading plan, and specifications have been reviewed and that it has been determined that the recommendations in the soil report are properly incorporated into the plans.
- S4. Please amend the cover sheet of the Structural Calculations booklet (and all address references throughout the booklet) to show to show the correct project addresses: 200, 201, 202, 203, 204, 205, 206, 207, 209, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, and 221 Frontier Way.
- S5. Calculations Page no. 6 of 95: The "Design Loads Table" lists 15.0 PSF total Dead Load for the Comp. Shingle Roof type. However, plan Sheet SN at the "5. Prefabricated Roof Trusses" note no. H.1) lists the Comp. Shingle total dead load as 16 PSF. Please make the plans and the calculations agree.
- S6. Calculations Page no. 7/12: The **Unit 1** calculations for 2nd Floor FB5 w/Seismic Increase show the beam "Failed" due to "insufficient bearing capacity". Please revise calculations and plans to show a **Unit 1** 2nd Floor FB5 w/Seismic Increase beam that will show "Pass" for all of the minimum Code design criteria.
- S7. Calculations Page no. 10/12: The **Unit 1** calculations for 2nd Floor FB6 w/Seismic Increase show the beam "Failed" due to "insufficient bearing capacity". Please revise calculations and plans to show a **Unit 1** 2nd Floor FB6 w/Seismic Increase beam that will show "Pass" for all of the minimum Code design criteria.

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- S8. Calculations Page no. 9/9: The **Unit 2** calculations for 2nd Floor FB5 w/Seismic Increase show the beam "Failed" due to "insufficient bearing capacity". Please revise calculations and plans to show a **Unit 2** 2nd Floor FB5 w/Seismic Increase beam that will show "Pass" for all of the minimum Code design criteria.
- S9. Calculations Page no. 92 of 95: The "Foundation Calculations" section in the calculations booklet does not include any foundation calculations. Please locate/provide foundation calculations for review. The foundation calculations will be reviewed at recheck. Additional comments may be required at recheck.
- S10. Sheet SD1.1: Detail no. 5 shows 42" Max. for guardrail height. However, that guardrail height is actually a Code MINIMUM height. Please amend Detail no. 5 to show the guard with **a minimum height of 42 inches** with intermediate rails spaced such that a sphere 4 inch in diameter cannot pass through. CRC Section R312
- S11. Sheets HFX1, HFX2, and HFX3: The Hardy Frame manufacturer detail sheets provided in the plan sets are no longer current. Please amend the plans to include the current Hardy Frame manufacturer detail sheets HFX1, HFX2, and HFX3 dated January 1, 2023 and revise the detail "tags" at the Hardy Frames shown on the Foundation and Framing Plans to reference the correct applicable details from the new Hardy Frame manufacturer detail sheet, if required. The current sheets are available for download on the manufacturer's website.
- S12. Sheet Sb4-1, Sheet Sb4-1.1, Sheet Sb5-1, Sheet Sb7-1, Sheet Sb7-1.1: Amend the electrical and foundation plans to show the location and position of the grounding electrode system (i.e. Ufer ground) required by CEC 250.50.
- S13. Sheet Sb4-1, Sheet Sb4-1.1, and Sheet Sb5-1: Several of the notes shown on these plan sheets appear to be "cut-off" and missing portions of the notes. Please make sure all notes on these plan sheets are complete and fully legible.
- S14. Sheet Sb4-2, Sheet Sb4-3, Sheet Sb4-2.1, Sheet Sb4-3.1, Sheet Sb5-2, Sheet Sb5-3, Sheet Sb7-2, Sheet Sb7-2.1, Sheet Sb7-3, and Sheet Sb7-3.1: The 2nd Floor Framing Plans show detail "tags" 11/SD1.1 at several locations on the plan. However, the detail no. 11 "box" on plan Sheet SD1.1 is blank. Please locate/provide this detail for review and revise the detail "tag" on the framing plans, if required.
- S15. Sheet Sb4-4, Sheet Sb4-4.1, Sheet Sb5-4, Sheet Sb7-4, and Sheet Sb7-4.1: The Architectural plans show the truss framing supporting mechanical units in the attic. As a result, please amend the Roof Framing Plans to show the location and weight of the units. Truss calculations must include the weight of these units in the design of their supporting trusses.
- S16. Obtain one (1) copy of the City of Campbell Special Inspection and Testing form

**Mozart Development - 20 (N) Townhomes
in 4 Townhome Buildings – FULL REVIEW**

First Review-Third Party City of Campbell

200, 201, 202, 203, 204, 205, 206, 207, 209, 211, 212,
213, 214, 215, 216, 217, 218, 219, 220, and 221 Frontier Way
August 15, 2025

OCC Project No. 2025-302-018

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and include it with your resubmittal/uploads, completely filled-out and signed by all requested parties. Note that special inspection per CBC 1704 is required for the items listed on plan Sheet SN1. **Please note: City Special Inspection forms are available for download from the City of Campbell website at <https://www.ci.campbell.ca.us/DocumentCenter/View/8879/Special-Inspection-Form>**

For any questions regarding the above comments, please contact Susan O'Brien at 408.370.1585 or obriencode@gmail.com



O'Brien
Code
Consulting, Inc.

Third Party City of Campbell – First Review
City Permit No.: **BLD-2024-1158**
OCC Job No.: 2024-302-023

September 5, 2024

Mr. Bob Lennen
Chief Building Official
City of Campbell
70 North First Street
Campbell, CA 95008
Email: bobl@campbellca.gov

Re: Plan Review: Barrel & Hops – (N) “COLD” Shell Restaurant Building - FULL REVIEW
Address: 48 Civic Center Drive

Dear Mr. Lennen:

O'Brien Code Consulting (OCC) has completed the **first FULL** review of the following documents **located on the City's MGO database in PDF format** on behalf of the City of Campbell:

1. Plans (uploaded 07/26/2024 by Oliver Bollmann): One (1) copy of sheets T0.1 through GC1.0 (86 sheets) cover sheet dated "Issued for Plan Check" XX.YY.2024(sic), by CAS Architects, Inc., et al.
2. Energy Calculations: None provided
3. Geotechnical Investigation Report/Soils Report (uploaded 07/26/2024 by Oliver Bollmann – each as separate PDF files): One (1) booklet dated November 2022, and one (1) copy "Alternative Supplemental Mat Slab Foundation Recommendations" letter dated July 18, 2024, each by Cleary Consultants, Inc.
4. Structural Calculations(uploaded 07/26/2024 by Oliver Bollmann): One (1) booklet dated June 2024, by Structural Engineers Incorporated.
5. Other: One (1) copy (uploaded 08/05/2024 by Marge Sung) "AMMR Request" letter dated August 2, 2024, by CAS Architects, Inc.

The 2022 California Building, Mechanical, Electrical, Plumbing, CALGreen and Energy Codes (i.e., 2021 IBC, UMC, UPC, and 2020 NEC as amended by the State of California and the City of Campbell) and the 2022 City of Campbell Reach Code were used as the basis of our review. **Our comments follow on the attached list.**

Please provide an itemized response letter and upload the full set of revised plans and documents to the City's MGO database in PDF format.

Sincerely,

O'Brien Code Consulting, Inc.

Susan C. O'Brien

Susan O'Brien, P.E., LEED AP, CASp
Civil Engineer
ICC/IRC Plans Examiner

cc: Ms. Marge Sung, Permit Technician: marges@campbellca.gov
Mr. Austin Arabia, Permit Technician: austina@campbellca.gov

Barrel & Hops –

(N) "COLD" Shell Restaurant Building - FULL REVIEW

48 Civic Center Drive

September 5, 2024

First Review-Third Party City of Campbell

OCC Project No. 2024-302-023

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Re: Occupancy Groups: A-2
Type of Construction: V-B
Sprinklers: Fully
Stories: Two
Square Footage: 3,128 SF

GENERAL COMMENTS:

- A. The following plan review documents are based on the City of Campbell Building Regulations. For your convenience, the following comments are referred to the 2022 California Building, Mechanical, Plumbing, Electrical, Energy, and Green Building Codes (i.e., 2021 IBC, 2021 UMC, 2021 UPC, and 2020 NEC, as amended by the State of California and City of Campbell) and the 2022 City of Campbell Reach Code unless otherwise noted. In addition, structural review is based on the ASCE 7-16 with Supplement 1.
- B. Please respond in writing to each comment by marking the attached comment list or creating a separate response letter. Indicate which detail, specification, or calculation shows the requested information. Your complete and clear responses will expedite the re-check and hopefully approval of this project. Thank you for your assistance.
- C. The following plan check comments reflect a review of building plans only for compliance with current adopted California Codes listed in comment A above. If site-related comments are applicable to this project, they will be generated by others (e.g., City Engineering, Public Works, Health, etc.).

ARCHITECTURAL COMMENTS:

- A1. Please be sure to include on the resubmittal the architect's "wet" stamp, signature, registration number and expiration date on all sheets of plans. A digital/electronic stamp and signature is permitted per CA B&P Code Section 5536.1 and 2. CBC Section 107
- A2. Obtain an approval letter from West Valley Sanitation District (408) 378-2407. This letter is often used as a sewer permit.
 - After obtaining the original letter of approval from West Valley Sanitation District, upload that letter into your cloud-based project file and place the letter into your plan set.
 - If W.V.S.D. requires "check valve protection or a property line cleanout" on this project, mark the location on the site plan on Sheet A0.0 and place a boxed note on the site plan on Sheet A0.0 showing: "West Valley Sanitation District (W.V.S.D) has required a check valve or a property line cleanout or both (only list exactly what they are requesting). The sewer line modification will require inspection from WVSD and the City of Campbell."
- A3. Sheet T0.1: Please amend the Cover Sheet of the plans to show the following:

Barrel & Hops –

(N) “COLD” Shell Restaurant Building - FULL REVIEW

48 Civic Center Drive

September 5, 2024

First Review-Third Party City of Campbell

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- A. The “Drawing Index” lists “Civil – On Site” plan Sheets BMP-1, BMP-2, and BMP-3. However, there were no plan Sheets BMP-1, BMP-2, and BMP-3 included in this plan set. Please make sure all plan sheets listed under the Index heading are included in the plan set in the order in which they are listed on the Index. Any missing/new plan sheets will be reviewed at recheck. Additional comments may be required at recheck.
- B. Regarding the “Separate Submittals” list:
 - i. The list shows: “1. Encroachment Permit for Street Improvement Plans” and “4. Utility Encroachment Permit”. Campbell’s Public Works Department will require an Encroachment Permit for required work to the curb and gutter and the sidewalk. Amend the “Separate Submittals” list to shoe the following: *An Encroachment Permit shall be applied for as a deferred submittal. If the deferred submittal is not applied for and before the rough trade inspections, the project will be put on-hold until the submittal is approved.*
 - ii. The list shows: “2. Building Permit for On-Site/Grading & Drainage Plans”. However, the “Civil On-Site” plans were included for review and approval within this “COLD” Shell Building Permit. Please delete item no. 2 from the “Separate Submittals” list.
 - iii. The list shows: “5. Fire Protection” and “6. Fire Alarm”. The sprinkler system and fire alarm system is normally applied for as a deferred permit submittal. State under a Deferred Submittal heading: *A permit for a fire suppression sprinkler system shall be applied for as a deferred submittal. Submit calculations and design direct to Santa Clara County Fire Department (SCCFD), 14700 Winchester Blvd, Los Gatos (408) 378-4010. If the deferred submittal is not applied for and approved before the rough inspection phase of the project, inspections will be on hold until the submittal is approved.*
- C. At the list of Deferred Submittals, add a note which indicates “...these deferred submittals shall first be submitted to the project architect and/or engineer for review and coordination; following the completion of project architect/engineer review and coordination, a submittal to the City shall be made (for City review and approval), which shall include a letter stating this review and coordination has been performed and completed and plans and calculations for the deferred items are found to be acceptable (e.g., with regard to geometry, load conditions, etc.) with no exceptions.” CBC Section 107.3.4.1
- D. Sheet T0.1: Regarding the “Project Data” table:
 - i. The “Seismic Zone” is listed as “D2”. However the Structural Calculations booklet Page nos. C16, etc. show the “Seismic Design Category” as “D”. Please update the “Project Data” table to match the Structural Calculations booklet.
 - ii. The “Wind Design Speed” is listed as “100 Exposure B”. However the Structural Calculations booklet Page nos. C2, etc. show the “Wind Design Criteria” as “92 MPH, Exposure C”. Please update the “Project Data” table to match the Structural Calculations booklet.

Barrel & Hops –

(N) “COLD” Shell Restaurant Building - FULL REVIEW

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- iii. The “Soil Bearing Capacity” is listed as “1500 PSF MIN”. However the “Alternative Supplemental Mat Slab Foundation Recommendations” letter dated July 18, 2024, by Cleary Consultants, Inc. shows 1,000 psf allowable soil bearing capacity. Please update the “Project Data” table to match the Soils Engineer letter.
- E. Sheet T0.1: Please amend the cover sheet of the plans to include the following note: “As of May 9, 2024, Campbell has suspended enforcement of its electrification requirements for all new commercial buildings. The gas ban portion of Campbell's Reach code adopted in 2020 and 2022 has been deemed un-enforceable. All projects are now able to use natural gas and natural gas appliances.”
- F. Add Notation: In accordance with Condition of Approval no. 18 on Sheet T0.2, this project shall receive a security fence with a weatherproof sign(s) that show: the address, Campbell's working hours of construction, a contact name, phone number and email of the contractor and the Construction Noise Coordinator name and telephone number.
- G. In accordance with CMC Section 18.04.035 (Construction debris) please amend the cover sheet of the plans to include the following: "NOTICE: Pursuant to Chapter 11.32 of the Campbell Municipal Code, any dirt or debris generated at a construction site that is allowed to remain on a public right of way for more than twelve (12) hours may be removed by the City AT THE EXPENSE OF THE APPLICANT FOR THIS BUILDING PERMIT. FAILURE TO PAY THE EXPENSE WILL RESULT IN SUSPENSION OF FURTHER BUILDING INSPECTIONS."
- H. Add Notation: Fire department access to the site, the building, and to all fire protection systems shall be maintained at all times, in accordance with CFC Chapter 5.
- I. Add Notation: Prior to building final, a fire and life safety final inspection shall be conducted by SCCFD. This may be scheduled by calling (408) 341-4420 4. The integrity of any fire-rated construction shall be maintained, in accordance with CFC and CBC chapter 7.
- J. Add Notion per CFC 505: Address numbers shall be a minimum of 4" high, ½" wide, placed visible from the street.
- K. Add Notation: Since this project includes construction of a building within 6' of the property line, it will require that a surveyor approve the foundation forms in terms of setback accuracy and floor level heights prior to placing concrete. Language for the letter must be as written as per Campbell's surveyor handout available from [www.ci.campbell,.ca.us](http://www.ci.campbell.ca.us) ->CDD -> Forms and Handouts.
- L. Add this Waste Management Statement to the cover sheet:
Waste Management Statement
Construction wash-out water from concrete, mortar, tile, taping, and painting shall be done in a portable containment pool or in a lined evaporative pit. Wash-out shall not enter the street, neighboring property, or the storm water system.
Trash piles shall not be located in the front yard or visible from the street.

Barrel & Hops –

(N) “COLD” Shell Restaurant Building - FULL REVIEW

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OCC Project No. 2024-302-023

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*Trash piles shall not contain paints, solvents, glues, taping compound, food products, or easily recycle-able discards such as bottles, cans, plastics, or paper. Remaining trash shall be limited to concrete, wood, drywall, roofing, and assorted metals and shall be covered with a waterproof tarp. Trash shall be separated at an approved bay area disposal site such as Guadalupe Recycling. All trash is to be quickly hauled off site. Retain and upload disposal receipts into your **Green Halo** project account. Proof of recycling and disposal of the job site trash must be approved and signed off prior to final inspection and issue of a Certificate of Occupancy.*

- A4. Amend plans to correct or fill-in any and all incorrect or missing detail, section, and/or plan references (e.g., see Sheet C5.2, Sheet A2.1, Sheet A2.2, Sheet A2.3, Sheet A2.5, Sheet A2.6; etc.). **NOTE: Please review entire set of plans for all detail, section, elevation, etc., reference, as the above are only a few of the incorrect or missing references.**
- A5. Sheet A2.4, Sheet P501, Sheet E1.0: Amend plans to use consistently correct code references. Note that some code references use out-of-date Code edition and/or section numbering (which, of course, all changed with the **2022** California codes).
- A6. Sheet A0.0: The Site Plan shows the posts for the fence shown at the South property line (near Gridline A) located adjacent to the property line. Please provide a cross-section through this new fence and post footings confirming that **no portion** of this fence and **no portion** of this fence footings cross onto the adjacent property.
- A7. Regarding the On-Site Grading & Drainage Plans (by Bowman & Williams):
 - A. Regarding Sheet 1 of 16:
 - i. Please amend the “Building Permit No. 20__-____” shown at the top center of this plan sheet to show the Building Permit No. BLD-2024-1158.
 - ii. “Grading and Drainage” Notes at note no. 1 reference the 2013 CBC, which is no longer the current adopted Code. Please update “Grading and Drainage” Notes at note no. 1 to reference the current adopted/applicable Code: **2022** CBC.
 - iii. Please amend the “Grading and Drainage” note no. 3 to list the soils report provided for review with this building permit submittal.
 - iv. The “Index of Drawings” lists plan Sheets BMP-1, BMP-2, and BMP-3. However, there were no plan Sheets BMP-1, BMP-2, and BMP-3 included in this plan set. Please make sure all plan sheets listed under the Index heading are included in the plan set in the order in which they are listed on the Index. Any missing/new plan sheets will be reviewed at recheck. Additional comments may be required at recheck.
 - B. Sheet C2.0, etc.: The location and extent of a portion of the fence shown at the East side yard (near the exterior exit stairway landing) does not match the location and extent of a portion of the fence shown at the East side yard Architectural plans. Furthermore, the Civil plans do not appear to show the

Barrel & Hops –

(N) “COLD” Shell Restaurant Building - FULL REVIEW

48 Civic Center Drive

September 5, 2024

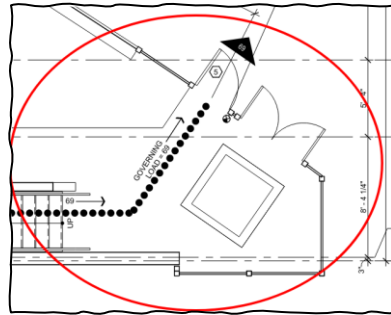
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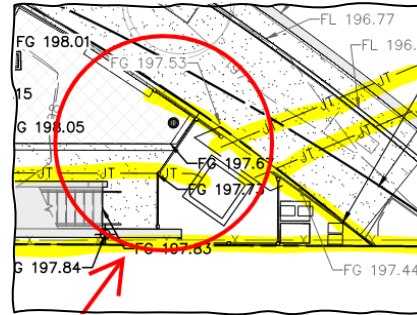
Page 6

opening in the fence to accommodate the exterior gate no. 5 shown from the Patio to the public sidewalk. Please make the Civil and the Architectural plans agree. See the OCC redlined “snapshots” from the plans below for clarification:

From plan Sheet G2.1:



From plan Sheet C2.0:



- A8. Sheet A0.0, Sheet A2.1, Sheet A2.2, Sheet A2.3, Sheet A3.1, Sheet A6.1, Sheet A6.2, etc.: Regarding the Pre-Manufactured Entry Canopies:
- A. Provide structural plans, calculations, and details confirming the structure supporting the proposed canopies can withstand wind or other lateral loads and live loads as required by Chapter 16. CBC Section 3105.2
 - B. Structural plans and calculations for proposed canopies shall include, but not be limited to, connection of the proposed canopy structures to the existing building to resist uplift/wind loads.
 - C. Please note: If canopy submittal is designed “by others” (i.e., canopy vendor), then provide confirmation the Project Architect and Project Engineer has reviewed submitted designs by others (e.g., canopy plans and calculations). Evidence of such review (which is required for coordination and compatibility of loads, geometry, etc.) shall be submitted prior to plan check approval. Evidence normally is either a (1) letter stating this review and coordination has been performed and completed and plans and calculations for the deferred items are found to be acceptable (e.g., with regard to geometry, load conditions, etc.) with no exceptions; or (2) affixing the Project Architect’s/Engineer’s “shop drawing approval” stamp directly onto the designs, plans and calculations performed by others. CBC Section 107.3.4.2
 - D. The proposed canopies will be reviewed at recheck. Additional comments may be required at recheck.
 - E. If canopy design documents will not be included with this building permit package and are intended to be a deferred submittal, then amend the cover sheet (T0.1) of the plans to include the metal canopies at the list of Deferred Submittals.
- A9. Sheet G2.1: Regarding the First Floor Exiting Plan:
- A. Regarding the “Egress Sizing Analysis”:
 - i. The “Door No. 2” shows “46 Occupants”. However, the “First Floor Exiting Plan” at Door no. 2 shows 23 occupants. Please review and

Barrel & Hops –

(N) “COLD” Shell Restaurant Building - FULL REVIEW

48 Civic Center Drive

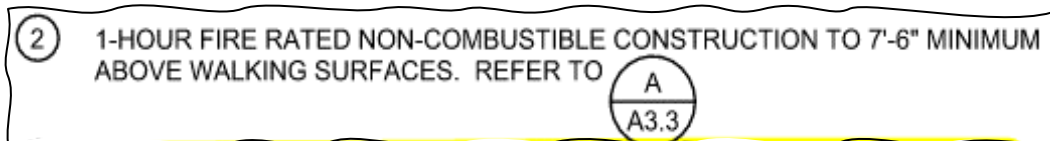
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- reconcile this discrepancy.
 - ii. The “Door No. 3” shows “19 Occupants”. However, the “First Floor Exiting Plan” at Door no. 3 shows 42 occupants. Please review and reconcile this discrepancy.
 - ii. The “Egress Sizing Analysis” table shows two (2) different doors numbered “5”. However, the “First Floor Exiting Plan” shows only one (1) door numbered “5”. Furthermore, the “First Floor Exiting Plan” shows one (1) door no. “4” (with occupant load 130) that does not appear to be listed (or possibly is mislabeled as door no. “5”) at the “Egress Sizing Analysis”. Please review and reconcile this discrepancy.
- B. As specified in CBC Section 1013.4, amend the plans to **show** tactile exit signage that complies with CBC Sections 11B-703.1, 11B-703.2, and 11B-703.5 at each of the exterior doors (labeled nos. 4 and 5) at the Patio with the following words: “Exit”.
- A10. Sheet G2.2: Regarding the Occupied Roof Exiting Plan: The “Exiting Remarks” at note no. 2 shows the following:



- However, plan checker is unable to locate where this information is shown at Stair Elevation A/A3.3. Should this reference be to Stair Elevation B/A3.3? And/or to Details A/A3.9 and B/A3/9 that are referenced on the Roof Plan on Sheet A2.3? Please amend the plans to clearly show where this one-hour fire-rated non-combustible construction to 7'-6" minimum above the walking surfaces is shown throughout the plans.
- A11. Sheet A2.1 and Sheet A2.5: The Door Schedule shows three (3) doors (100C, 140A, and 210A) with a sign over each such exit door (“THIS DOOR TO REMAIN UNLOCKED WHEN THIS SPACE IS OCCUPIED...”). This sign is only permitted at the one main exit from the building (Door no. 100C); and that with this sign, only “key” hardware is allowed (not indicator or thumb-turn hardware, for example). Please revise plans accordingly. CBC Section 1010.2.4, Exception 3.2
- A12. Sheet A2.1 and Sheet A2.5: Amend door hardware schedule/notes to specify exit door nos. 100A and 140A are equipped with panic hardware. CBC Section 1010.2.9
- A13. Sheet A2.2 and Sheet A2.5: Amend door hardware schedule/notes to specify exit door no. 210A is equipped with panic hardware. CBC Section 1010.2.9
- A14. Sheet A2.1, Sheet A2.2, Sheet A7.4, Sheet A7.5, and Sheet A7.7: Plans show the proposed exterior exit stairway from the second story to grade located less than 10-feet from the South property line that is less than the minimum required fire separation distance of 10 feet measured at right angles from the exterior edge of the stairway

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(N) "COLD" Shell Restaurant Building - FULL REVIEW

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to the South property line per CBC 1027.5. The permit submittal includes an "Alternate Materials, Design, or Methods Request" letter dated August 2, 2024, by CAS Architects, Inc. Regarding this AMDMR request letter:

- A. The AMDMR request letter has been forwarded to the City Chief Building Official (Mr. Bob Lennen) for review and consideration for approval. The City Chief Building Official shall provide determination (approval or denial) to the Project Architect, prior to resubmitting in response to the first review comments.
 - B. If the City Chief Building Official (Mr. Bob Lennen) approves the AMDMR request, then please amend the plans (scan onto the plan set) to include the "Alternate Materials, Design, or Methods Request" letter dated August 2, 2024, bearing the City Chief Building Official (Mr. Bob Lennen) approval.
 - C. If the City Chief Building Official (Mr. Bob Lennen) denies the AMDMR request, then please revise the plans throughout to show full compliance with CBC Section 1027.5 for the proposed exterior exit stairway.
- A15. Sheet A2.2 and Detail 20/A8.1: Regarding the roof drains and separate overflow drains, please amend the plans/details to show the elevation of overflow drain is at least 2 inches above low point of roof. CBC 1503.4.2 and CPC 1101.12
- A16. Sheet A3.1: Specify attachment of brick veneer (anchored or adhered). If anchored, specify 22 ga galvanized sheet metal anchor ties (with a lip or hook on extended leg engaging no. 9 ga continuous wire joint reinforcement) spaced @ 24" o.c. maximum horizontal and 16" o.c. maximum vertical – although spacing should result in one anchor per maximum 2 sq ft (e.g., anchors @ 16" o.c. vertical and horizontal). If adhered, specify an approved adhesive material and method. CBC Section 1405.10 (adhered) & 1405.6(anchored).
- A17. Sheet A2.1, Sheet A2.2, Sheet A7.1, Sheet A7.2, and Sheet A7.6: Regarding the elevator, please amend the plans to show the following:
- A. Specify on the plans an emergency elevator communication system complying with the specific provisions of CBC Section 3001.2.
 - B. Elevator shall comply with the Referenced Standards listed in CBC Section 3001.3.
 - C. Show on the plans the required emergency signs posted adjacent to each elevator call station per CBC Section 3002.3.
 - D. Sheet A2.1, Sheet A2.2, and Sheet A2.3: The "Floor Plan Notes" at note no. 10 shows the following:

10. PER CBC SECTION 3002.4a EXCEPTION 4, ELEVATORS WITHIN TWO-STORY BUILDINGS EQUIPPED WITH STAIRS OF A CONFIGURATION THAT WILL ACCOMMODATE THE CARRYING OF A STRETCHER ARE EXEMPT FROM A REQUIREMENT TO ACCOMMODATE AN AMBULANCE STRETCHER. STAIR 2 IS DESIGNED TO TO ACCOMMODATE THE CARRYING OF A STRETCHER.
 - E. Amend the plans to show the location and specifications for the two-way

Provide written confirmation from the Santa Clara County Fire Department (local jurisdictional authority) that this Exception 4 is permitted to be used for this new two-story building.

Barrel & Hops –
(N) "COLD" Shell Restaurant Building - FULL REVIEW
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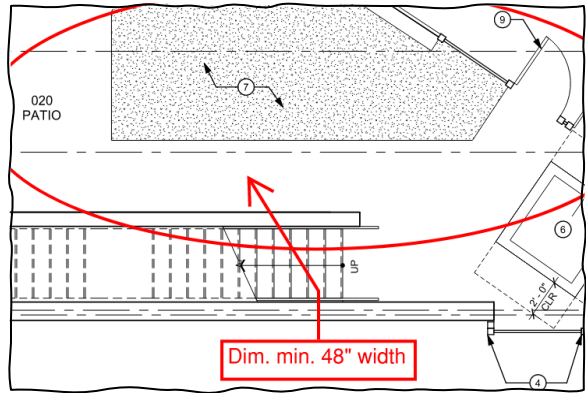
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communication system complying with Sections 1009.8.1 and 1009.8.2 required at the landing serving each elevator on each accessible floor that is one or more stories above the level of exit discharge. Show compliance with all specific requirements of CBC Section 1009.8 (visible communication method, directions, signage, directional signage, instructions, alarms, etc.) on the plans. CBC 1009.8

ACCESSIBILITY COMMENTS:

A18. Sheet A2.0: The First Floor Patio Plan appears to show less than the minimum required 48-inch width at the walkway shown from Patio 020 (adjacent to the exterior exit stairway) running West-East to the exterior exit gate at the northeast fence at the sidewalk. Please amend the plans to clearly dimension the minimum width of this walkway. NOTE: Walkways along accessible routes of travel shall be **minimum 48" in width**. CBC Section 11B-403
See OCC redlined "snapshot" below for clarification:

From Sheet A2.0:



A19. Sheet C3.0, Sheet C5.1, Sheet L1.0, Sheet L2.0, Sheet A2.0, A2.2, A3.10, A3.11, etc.: The proposed site plans and floor plans show artificial turf at the outdoor dining areas at the first story and the second story. As a result, please provide specifications for proposed artificial turf showing compliance to the specific requirements of CBC Sections 11B-302.1 and 11B-302.2. No review of such areas were performed under the scope of this preliminary review.

A20. Sheet A2.5: Specify 1/2" maximum high threshold (above floor and landing on both sides) at all doors. CBC 11B-404.2.5

A21. Sheet A2.5: Amend the plans to specify if a door has a closer, then the sweep period of the closer shall be adjusted so that from an open position of 90-degree the door will take at least 5 seconds to move to a point 12 degrees from the latch. CBC 11B-404.2.8.1

A22. Sheet A2.5: Amend the plans to show 10" kick plate at bottom of glazed (i.e., storefront-type) doors at the swinging panel at Door Type E (Door no. 100A). CBC 11B-404.2.10

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- A23. Sheet A2.1, Sheet A2.2, Sheet A7.1, Sheet A7.2, and Sheet A7.6: Regarding the elevator:
- A. Amend the plans to clearly dimension the inside dimensions of the elevator car to confirm the minimum elevator car size per CBC Section 11B-407.4.1 and Table 11B-407.4.1.
 - B. Detail 9/A7.6 shows the required support rail at the inside of the elevator car located at 34-inches above the floor. However, CBC Section 11B-407.4.10 requires the top of this support rail to be located between 31-inches minimum to 33-inches maximum above the floor of the car. Please revise detail accordingly.
 - C. Provide details and notes for accessible elevator features showing full compliance with the specific requirements of CBC Section 11B-407. The elevator plans and details will be reviewed for compliance at recheck. Additional comments may be required at recheck.

PLUMBING, MECHANICAL, AND ELECTRICAL COMMENTS:

- P1. Sheet P101: Regarding the roof drains and separate overflow drains, please amend the plans/details to show the elevation of overflow drain is at least 2 inches above low point of roof. CBC 1503.4.2 and CPC 1101.12
- P2. Specify adequate protection against breakage for piping passing through concrete floors. CPC Sections 312.1 and 312.10
- E1. Sheet E-1.0: Regarding the "Drawing Index":
- A. Please amend the Index to list the plan Sheets E-3.0 and E-4.0 that were included in this plan set.
 - B. The Index lists plan Sheet T-24. However, there was no plan Sheet T-24 included in this plan set. Please make sure all plan sheets listed under the Index heading are included in the plan set in the order in which they are listed on the Index. Any missing/new plan sheets will be reviewed at recheck. Additional comments may be required at recheck.
- E2. Sheet E-1.0: The "CODE" note lists the 2016 CA Codes, which are no longer current. Please update the "CODE" note to reference the current adopted/applicable Codes: 2022 CA Electrical Code and 2022 CA Energy Code.
- E3. Sheet E-2.0: Regarding the Panel Schedules and Equipment List:
- A. The Panel A Schedule at Circuit no. 8 shows one (1) oven with a 20-amp circuit breaker. The Panel B Schedule at Circuit no. 8 shows one (1) oven with a 20-amp circuit breaker. However, the Equipment List shows two (2) ovens each requiring a 40-amp circuit breaker. Please review and reconcile this discrepancy.
 - B. The Equipment List shows two (2) water heaters each with 30-amp circuits. However, plan checker is unable to locate any water heaters on the Panel Schedules. Please review and reconcile this discrepancy.

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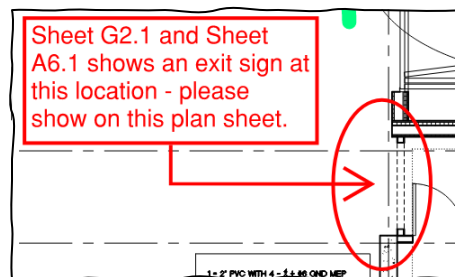
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- C. The Equipment list shows one (1) Electric Vehicle Charger. However, plan checker is unable to locate an Electric Vehicle Charger on the Panel Schedules. Furthermore, this project shows no on-site parking areas so it is unclear where this one (1) Electric Vehicle Charger will be installed. Please clarify and review and reconcile this discrepancy.
- E4. Sheet E-3.0: Regarding the “FTB 1st Floor” plan, please amend this plan sheet to show the required exit sign at the corridor that is shown on Sheet G2.1 and A6.1 of the plans. CBC Sections 1013.1 and 1013.3 See OCC redlined “snapshot” below for clarification:

From Sheet E-3.0:



- E5. Sheet E-3.0: Regarding the “FTB 2nd Floor” plan, please amend this plan sheet to show the required exit sign at the wall at the top landing of the exterior exit stairway that is shown on Sheet G2.2 and A6.6 of the plans. CBC Sections 1013.1 and 1013.3

T-24 ENERGY COMPLIANCE COMMENTS:

- T1. Sheet E-1.0: The “Drawing Index” lists plan Sheet T-24. However, there was no plan Sheet T-24 included in this plan set. Please make sure all plan sheets listed under the Index heading are included in the plan set in the order in which they are listed on the Index. The T-24 Energy Compliance plan sheet will be reviewed at recheck. Energy Compliance comments will be issued at recheck.
- T2. Sheet E-3.0, etc.: The scope of the project includes new exterior lighting. As a result, please provide complete NRCC-LTO compliance forms for review. The NRCC-LTO compliance forms will be reviewed at recheck. Additional comments may be required at recheck.
- T3. The NRCC-LTO Certificate of Compliance must be signed by the designer/owner and documentation author in the designated locations. CEC Section 10-103
- T4. Permanently affix fully completed and signed NRCC-LTO Energy Compliance forms to the plans. CEC Section 10-103
- T5. Sheet E-2.0 and Sheet E-3.0: The scope of the project includes new electrical power distribution equipment. As a result, please provide complete NRCC-ELC compliance forms for review. The NRCC-ELC compliance forms will be reviewed at recheck. Additional comments may be required at recheck.

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- T6. The NRCC-ELC Certificate of Compliance must be signed by the designer/owner and documentation author in the designated locations. CEC Section 10-103
- T7. Permanently affix fully completed and signed NRCC-ELC Energy Compliance forms to the plans. CEC Section 10-103

CALGREEN COMMENTS:

- CG1. Sheet T0.1: Regarding the CALGreen Environmental Quality requirements, please note the following on the cover sheet of the plans:
- A. Note on the plans that all adhesives, sealants, caulks, paints, coatings, and aerosol paint containers must remain on the site for field verification by the Building Inspector. CGBSC Section 5.504.4.3.2
 - B. Note on the plans: “Prior to final inspection, a letter signed by the general contractor OR the owner/builder (for any owner/builder projects) must be provided to the City of Campbell Building Official certifying that all adhesives, sealants, caulks, paints, coatings, aerosol paints, aerosol coatings, carpet systems (including carpeting, cushion and adhesive), resilient flooring systems, and composite wood products installed on this project are within the emission limits specified in CGBSC Section 5.504.”
- CG2. Sheet T0.1: Note on the plans that fire suppression equipment shall not contain CFCs or Halons. CGBSC Section 5.508.1

STRUCTURAL COMMENTS:

- S1. Please be sure to include on the resubmittal the engineer's "wet" stamp, signature, and registration number on all sheets of plans depicting structural designed elements and cover sheets of calculations. A digital/electronic stamp and signature is permitted per CA B&P Code Section 5536.1 and 2. CBC Section 107
- S2. The Soils Report Page no. 2 at note no. 6b references the “2019 CBC seismic design criteria”. The Soils Report Page no. 15 references the 2019 CBC. However, this project is under the 2022 CA Codes. Please provide updated soils report (or letter from the soils engineer) referencing the **2022 CBC** seismic design criteria. **Advisory:** *The 2022 CBC references the ASCE 7-16 Referenced Standard which is the same Referenced Standard in the 2019 CBC. As a result, this comment basically refers to correcting the CBC reference, as the Seismic Design Criteria will remain unchanged.*
- S3. The “Alternative Supplemental Mat Slab Foundation Recommendations” letter dated July 18, 2024, by Cleary Consultants, Inc. lists allowable soil bearing pressures that are less than the “Allowable Soil Pressures” listed on Sheet S0.1 of the plans under the “Foundations” heading at Note no. 2.3. Please revise the plans to match the soils engineer letter.

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- S4. The mat slab base specifications listed at the “Alternative Supplemental Mat Slab Foundation Recommendations” letter dated July 18, 2024, by Cleary Consultants, Inc. do not match the mat slab base shown at Detail 2/S5.0. Please make the plans and the soils letter agree.
- S5. The “Alternative Supplemental Mat Slab Foundation Recommendations” letter dated July 18, 2024, by Cleary Consultants, Inc. specifies the mat slab shall have 24” downturned edges. Please locate on the Foundation Plan and referenced details where the dimensions of these 24” downturned edges are shown.
- S6. Submit a letter from the soil engineer confirming that the foundation plan, grading plan, and specifications have been reviewed and that it has been determined that the recommendations in the soil report are properly incorporated into the plans.
- S7. Sheet S3.0: The Roof Framing Plan shows the size of RF Level Beam #7 as HSS 12x3x3/8. However, Calculations Page nos. A10, A13, and A15 shows RF Level Beam #7 as HSS 12x4x3/8. Please make the plans and the calculations agree.
- S8. Calculations Page nos. C33 through C38: Calculations are provided for the two (2) concrete shear walls (Wall #2 and Wall #4) shown on the plans. However, plan checker is unable to locate any concrete shear wall schedule on the plans showing the wall thickness, reinforcing, etc. at each of these shear walls. Please locate/provide a definition/schedule for each concrete shear wall on the plans for review. The plans and calculations for the concrete shear walls will be reviewed at recheck. Additional comments may be required at recheck.
- S9. Calculations Page nos. D79 through D81: The mat slab calculations show “Soil Design Values” (i.e. allowable soil bearing pressure, friction coefficient, etc.) that are less restrictive than the specifications listed at the “Alternative Supplemental Mat Slab Foundation Recommendations” letter dated July 18, 2024, by Cleary Consultants, Inc. Please review and reconcile this discrepancy. Please revise the plans and details due to any changes that may be required as a result of the revised mat slab calculations.
- S10. Sheet A2.2 and Sheet A8.1: The Second Floor Plan shows a pedestal paver raised floor system with wood decking areas and artificial turf areas at the occupied roof deck. Regarding the raised pedestal floor system at the occupied roof, please provide the following:
 - A. Provide specifications for raised pedestal paver floor system for review.
 - B. Provide complete vertical and lateral calculations for the raised floor system for review. Be sure to include the appropriate live loads for the use of the area in accordance with CBC Table 1607.1.
 - C. Show compliance to ASCE 7-16 Section 13.5.7.
 - D. The raised pedestal paver floor system will be reviewed at recheck. Additional comments may be required at recheck.

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- S11. Sheet S1.0 and the Architectural Plans show the new building located at 6-inches from the West property line and located at 6-inches from the South property line. As a result, where a structure adjoins a property line, the structure shall be set back from the property line by at least the displacement δM of that structure in accordance with ASCE 7-16 Section 12.12.3. Provide calculations to justify this structural separation shown on the plans using ASCE 7-16 Equation 12.12-1.
- S12. Obtain one (1) copy of the City of Campbell Special Inspection and Testing form and include it with your resubmittal/uploads, completely filled-out and signed by all requested parties. Note that special inspection per CBC 1704 is required for the items listed on Sheet S0.1 of the plans). **Please note: City Special Inspection forms are available for download from the City of Campbell website at <https://www.ci.campbell.ca.us/DocumentCenter/View/8879/Special-Inspection-Form>**
- S13. Amend plans to correct or fill-in any and all incorrect or missing detail, section, and/or plan references (e.g., see Sheet S1.0, Sheet S2.0, Sheet S4.0, S4.1, S5.0, S6.0, Sheet S7.0; etc.). **NOTE: Please review entire set of plans for all detail, section, elevation, etc., reference, as the above are only a few of the incorrect or missing references.**
- S14. Sheet S5.0: Please complete Detail no. 13 to show the reinforcing size and spacing where plans show "XX".

For any questions regarding the above comments, please contact Susan O'Brien at 408.370.1585 or obriencode@gmail.com

APPENDIX E

References

(Attachment 2)



ATTACHMENT 2 - REFERENCES

THIS FORM MUST BE PRINTED OUT, COMPLETED AND SUBMITTED WITH THE PROPOSAL

BUILDING DIVISION PLAN REVIEW AND OTHER SUPPORT SERVICES

List minimum of (2) references for work of a similar nature to the Services performed within the last five (5) years. Use additional sheets as necessary.

1. Town of Los Gatos 110 E. Main Street, Los Gatos, CA 95030
Name of Agency Mr. Robert Gray, CBO, CASp Agency Address Chief Building Official
Contact Name 408-354-6815 Contact Title RGray@losgatosca.gov
Contact Telephone From July 1, 2009 to June 30, 2026 Contact Email Address See "Description" section below
Contract Period Contract Amount

Contract plan review services for Town Building Division

60% of Plan Review Fee/\$120 per hour for T&M reviews

Description of services performed including costs.

2. City of Campbell 70 N 1st St, Campbell, CA 95008
Name of Agency Mr. Bob Lennen Agency Address Chief Building Official
Contact Name 408-866.2133 Contact Title bobl@campbellca.gov
Contact Telephone From January 2022 to June 30, 2026 Contact Email Address See "Description" section below
Contract Period Contract Amount

Contract plan review services for City Building Division

Each project fee negotiated independently /\$140 per hour for T&M reviews

Description of services performed including costs.

3. _____
Name of Agency _____ Agency Address _____
_____ Contact Name _____ Contact Title _____
_____ Contact Telephone _____ Contact Email Address _____
_____ Contract Period _____ Contract Amount _____

Description of services performed including costs.

I hereby certify that the Proposer performed the work listed above.



Signature of Proposer

Susan C. O'Brien/OCC

Name

March 25, 2026

Date