



March 13, 2018

**MEMORANDUM**

**Bulletin G-1-18**

To: All Permit Applicants

From: Thomas H. Goldsbury, P.E., C.B.O.  
Chief, Building Inspection Division

**Subject: Verification of existing fire-resistance-rated assemblies on interior renovation projects**

Interior renovation projects involving remodeling and/or rehabilitation of existing structures require that certain assumptions be made by the design professional regarding existing conditions. Some of these assumptions may not be readily verifiable without the owner agreeing to pay for destructive investigation of otherwise adequate or serviceable portions of the structure. Therefore, it is possible in the absence of such destructive investigation during the design phase, that unknown conditions, deficiencies or inaccuracies may be identified during construction phase of the project.

In the interest of reducing delays and additional cost to the work caused by the discovery of concealed or unknown conditions in the existing structure during construction, the following information shall be provided by the design professional, using a reasonable standard of care, on their design drawings submitted for permit:

- 1) The design professional will observe the visible portions of existing fire-resistance-rated assemblies intended to remain as part of the interior renovation and note on their design drawings any areas of concern that may require rework by the contractor such as repairing damage to the wall/ceiling surfaces from previous use, and provide general guidelines for repairs (i.e. patch detail, etc.).
- 2) If the previous permit documents are available, then the design professional will cite the permit # and tested assemblies specified, if known, by the original designer of record for the fire-resistance-rated assembly called out to remain as part of the interior renovation.
- 3) If the owner authorizes the design professional in conjunction with a contractor to perform limited destructive investigation of the existing fire-resistance-rated assembly, then the design professional shall note the results of this observation on their design documents and if applicable, any necessary corrective action to meet code requirements.
  - a. Sample language to be edited by the design professional on a case by case basis:

“A section of the wall/ceiling was opened up and showed \_\_\_\_\_. Based on what was observed, it appears the wall/ceiling is constructed to be \_\_\_\_\_. This is a limited observation and does not confirm the entire existing assembly condition. Additional work may be required if during the construction phase the wall/ceiling is determined to be deficient.”

- 4) If the design professional believes that the existing assemblies are fire-resistance-rated construction but no previous permit documents are available and the owner does not authorize destructive investigation; it is acceptable for the design professional to note on their drawings (in readily noticeable bold lettering) what will be required by the contractor to confirm that the wall/ceiling is fire-resistance-rated and that additional work may be required if the wall/ceiling is determined to be deficient. In this situation the plans examiner will ensure to add a required Rated Wall inspection to the permit, and place a Hold on that inspection until documentation is provided to the plans examiner from the design professional, confirming the rating. This documentation can be in a form similar to that shown in item number 3.

Please note, if non-conforming penetrations are found in any of the rated assemblies, they will need to be corrected to comply with an appropriate tested assembly.