



Earthquake Evaluation of Private School Structures

SCOPE REPORT– NO FEE

San Francisco Building Code Section 3428 requires the seismic evaluation of certain school buildings and non-building structures and submittal of reports to the Department of Building Inspection. This template should be used to comply with Section 3428.3, which requires submittal of a document "listing each structure to be evaluated and other information requested by the Department." **This Scope Report does not constitute a seismic evaluation and does not represent an engineering judgment with respect to any building or non-building structure. All schools are required to submit this completed form.**

The deadline for submitting this Scope Report was November 2, 2015. You now have 30 days to submit a completed Scope Report from the date of the Notice of Violation posted on your property. You can submit this report:

- As a PDF attachment to dbi.privateschool@sfgov.org, with "Private School Scope Report" in the subject line, or
- As a hardcopy to Private School Seismic Evaluation Program, Department of Building Inspection 1660 Mission Street, First Floor, Window #10, San Francisco, CA 94103.

FOR QUESTIONS OR CONCERNS PLEASE CONTACT US AT (415) 558 - 6699 or online at www.sfdbi.org/privateschool.

Does this Scope Report replace or supplement a previously submitted Scope Report for the same school? Yes No

SECTION 1 – SCHOOL INFORMATION

School name

School street address

Block / Lot number(s)

SECTION 2 – CONTACT INFORMATION

Property/Building owner (individual or institution)

Owner's representative (individual)

Owner's representative telephone

Owner's representative email

Owner's representative mailing address

School representative (if different from owner's representative)

School representative telephone

School representative email

School representative mailing address

EARTHQUAKE EVALUATION OF PRIVATE SCHOOL STRUCTURES, SCOPE REPORT
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School Name (as on page 1) _____

SECTION 3 – LIST OF SCHOOL BUILDINGS & NON-BUILDING STRUCTURES

Complete Section 3A for structures expected to be addressed in a later seismic evaluation report, as required by SFBC Section 3428. Complete Section 3B for structures expected to be exempt from evaluation.

SECTION 3A – STRUCTURES EXPECTED TO BE SUBJECT TO SEISMIC EVALUATION

In the following table, list each stand-alone building on the school campus that serves school functions. If the school has more than one campus, or the campus buildings have more than one street address, include that information in the building description. Include here any buildings and non-building structures that are also listed in Section 4. Please see Section 3B for exemptions.

Building name or identifier	Primary use or function

Does the school campus contain any of the following non-building structures?	<u>Yes</u>	<u>No</u>
Retaining walls (structural walls creating a change of grade greater than 3 ft)	<input type="checkbox"/>	<input type="checkbox"/>
Masonry or concrete fences	<input type="checkbox"/>	<input type="checkbox"/>
Covered patios or outdoor seating areas	<input type="checkbox"/>	<input type="checkbox"/>
Covered walkways or bus shelters	<input type="checkbox"/>	<input type="checkbox"/>
Outdoor bleachers or stadium seating	<input type="checkbox"/>	<input type="checkbox"/>
Optional: Use this space to identify specific non-building structures that are not explicitly exempt from evaluation and are not represented in the foregoing list. The Department can then assist you in determining whether they are subject to evaluation.		

SECTION 3B – STRUCTURES EXPECTED TO BE EXEMPT FROM SEISMIC EVALUATION

All schools are required to complete and submit this form, regardless of exemptions.

	<u>Yes</u>	<u>No</u>
Does your school have an enrollment of 25 or fewer students? If so, please return this completed form. Please provide documentation of enrollment figures, and no evaluation or further action is required.	<input type="checkbox"/>	<input type="checkbox"/>
Does your school's campus contain any buildings that are occupied by 25 or more persons for less than 12 hours per week or four hours in any given day? If so, those buildings are exempt from this program. Please list these buildings on the following page.	<input type="checkbox"/>	<input type="checkbox"/>
Does your school's campus contain any buildings not classified as Group E occupancy such as churches, places of religious worship, accessory residential buildings, or similar non-educational uses. If so, those buildings are exempt from this program. Please list these buildings on the following page.	<input type="checkbox"/>	<input type="checkbox"/>

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School Name (as on page 1) _____

Please List Exempt Building Names or Identifiers:

SECTION 4 – INTENT TO PERFORM VOLUNTARY SEISMIC STRENGTHENING

With reference to the buildings and non-building structures identified in Section 3, list in the following table those for which you intend to complete a seismic strengthening. Please Note: Submittal of this completed Scope Report is required even if all buildings and non-building structures are intended for seismic strengthening.

It is the intent of the undersigned to complete a seismic strengthening of the following buildings and non-building structures in accordance with SFBC Section 3428.5, and therefore for these buildings and non-building structures to be exempt from any future identification as a seismic hazard pursuant to any local building standards, per SFBC Section 3428.5.

Building or structure name or identifier	Primary use or function after strengthening

SECTION 5 – OWNER & SCHOOL REPRESENTATIVE AFFIDAVIT

OWNER'S REPRESENTATIVE

Under penalty of perjury, I certify that the information provided in Sections 1, 2 and 4 of this Scope Report is correct to the best of my knowledge, and I acknowledge that submittal of Seismic Evaluation Reports by November 1, 2017 is required by San Francisco Building Code Section 3428.

Signature

Date

SCHOOL REPRESENTATIVE

Under penalty of perjury, I certify that the information provided in this Scope Report is correct to the best of my knowledge.

Signature

Date
