Subject: Architectural Review and Construction Inspection of R-1, R-2, E, and I-4 Occupancies

Effective January 2, 2013, OCFA will implement changes to the architectural review and inspection process for R-1, R-2, E, and I-4 occupancies:

The following projects do not require architectural review by OCFA:

- One or two story R-1 and R-2 occupancies
- Three story R-1 or R-2 occupancies with separate dedicated egress from each unit
- Tutoring centers classified as a B occupancy by the Building Official

Projects meeting any of the following criteria continue to require architectural review:

- E or I-4 occupancy*
- R-2.1 occupancy
- 3+ story R-1/R-2 with corridors, egress balconies, or stairs shared by two or more units*
- 4+ story R-1/R-2
- Use of a fire wall to separate R-1/R-2 structure into separate buildings*
- Use of sprinklers for a story increase, construction upgrade, allowable area increase, or allowable opening increase in R-1/R-2 structure*
- R-1/R-2 podium or wrap style construction
- R-1/R-2 structure with alternate methods or materials of construction*
- Other R-1, R-2, E, or I-4 projects, as determined by OCFA

OCFA architectural inspections will no longer be required for R-1, R-2, E, and I-4 occupancies

In addition, the following apply to architectural review and inspection of R-1, R-2, E, and I-4 occupancies:

- A single set of architectural plans may be submitted for projects containing only R-1, R-2, E, and I-4 occupancies. An electronic copy of the plan in .pdf format is also required.
- For R-1/R-2 and E/I-4 architectural plans (PR264-272 and PR212-220) submitted directly to OCFA instead of the building department, the applicant must provide the building department plan reviewer’s name and email on the service request form. If the plan is not assigned to a specific person at the building department by time of submittal to OCFA, a general phone number or email for a person at the building department who can provide this information to OCFA is required.
- Architectural plans containing only R-1, R-2, E, and I-4 occupancies will no longer be stamped by OCFA when approved.

1. Projects that have only the criteria identified by asterisks may receive an abbreviated architectural review.
2. In the event OCFA does require an architectural inspection, it will be specifically called out by the OCFA inspector on the job card.