
I. LICENSED PROFESSIONALS: The following are samples of projects that require plans to be prepared, signed and stamped by a California Professional Engineer or California Registered Architect:

- All projects where structural framing and/or foundation work deviate from conventional construction guidelines outlined by CBC Chapter 18, 19, and CBC § 2308 and/or located in liquefaction and landslide prone areas of Seismic Design Category ‘E’ or ‘F’.
- New buildings, additions to existing buildings of occupancies other than Group R, Division 3 or Group U occupancy.
- New buildings, additions to existing buildings of Group R, Division 3 occupancy of 2 or more stories. (Structural portions only).
- Projects with interior or exterior structural alterations.
- Interior alteration with an occupancy change.
- Remodeling projects that create or alter fire rated corridors, fire rated occupancy separations or fire walls separation.
- Remodeling projects that alter the means of egress (exit) requirements.

II. UNLICENSED PROFESSIONALS: An unlicensed person may prepare plans, drawings or specifications for the following:

- Architectural portions of buildings of Group R, Division 3 and U occupancies.
- Architectural portions of any building not included in the section I above.
- Nonstructural storefronts, interior alterations or additions, fixtures, cabinet-work, furniture, or other appliances or equipment and any nonstructural work necessary to provide for their installation.

III. WHAT REQUIRES STAMP AND SIGNATURE?

Title sheet of the calculations, specifications, reports and every sheet of the plans prepared by a licensed architect or engineer shall bear the seal or stamp (with the expiration date of the license) and signature of the architect or engineer at each (including initial) submittal. Wet signature and stamp are required on the title sheet of the plan, and on the first page or cover sheet of the calculations, specifications and reports. The remaining sheets of the plans may bear the copy of the seal or stamp and signature of the architect or engineer as long as the stamp and signature are on the originals of the plans.