

GENERAL NOTES

1. Dimensions shown on the floor plans, sections and details are to face of finish wall, column grid lines and face of concrete and block walls, unless otherwise noted or indicated.
2. Details are intended to show method and manner of accomplishing the work.
3. Minor modifications may be required to suit the job dimensions or conditions and shall be included as part of the work.
4. "typ." means all, except as specifically noted;
5. "sim." means there are slight variations among conditions where the details occur.
6. Typical details shall apply where specific details (or sections) are not given.
7. All materials and workmanship shall conform the drawings and the specifications.
8. See architectural drawings for size and location of all floor and wall opening, finishing, etc. if there are discrepancies between small scale and large scale plans, the large scale shall govern.
9. Do not scale the drawings. All dimensions specified govern. Dimensions are nominal and are to the face of objects unless specifically noted otherwise.
10. No considerations will be given to the contractor or any sub-contractor for changes result in from failure to comply with 7, 8 above or 17.
11. Where construction details are not shown or noted for any part of the work, details shall be the same as for other similar first class work for the trade involved. The owner shall be immediately notified of any alternate non-standard or untested method(s) proposed.
12. Project plan check fee and initial permit fee is the responsibility of the owner as well additional permits, tests, and inspections.
13. Where shop drawings are requested, there shall be submitted to the designer, 3 copies for his record and the owners' record. By approving and submitting shop drawings and samples, the contractor thereby represents that he has determined and verified all field measurements, field construction criteria, materials, catalog numbers and similar data, and that he has checked and coordinated each shop drawings and sample with the requirements of the work and of the contract documents.
14. Changes to contract documents: alterations or deviations to the project construction documents shall be immediately reported to the owner by the contractor. Such revisions are those which alter the design, structure or utilities as detailed and specified among the documents must be approved by owner prior to proceeding with the work.
15. These drawings and copies thereof are legal instruments of service for the use of the owner and authorized agents on the designated property only.
16. Deviations from these documents necessitated by field conditions shall be brought to the attention of the owner immediately.
17. The structural, mechanical, plumbing, and electrical drawings are supplementary to the various drawings. Should there be any discrepancy between the various drawings, it shall be brought to the owners attention for clarification.
18. Contractor shall review the drawings and prior the agreement shall request additional information, clarification and details necessary to fully describe and understand the entire scope of work.
19. The contractor and/or sub-contractor shall carefully examine the site, drawings and specifications to obtain discrepancies and/or conditions needing clarification shall be reported to the owner prior to beginning work. No allowance will be given for failure to comply with the above or conditions, which can be determined by examining the site, drawings and specifications. Site plan dimensions and bearings are to aid in locating the proposed development in reference to the property lines and to any adjacent street. While this site plan is believed to be correct, the designer assumes no liability for any loss and/or discrepancy occurring by reason of reliance on the owner's or engineer's documents. All dimensions for location of the building within the property lines must be verified with civil engineer or survey prior to construction.
20. Prior beginning of the work, the contractor shall prepare a construction phasing schedule.
21. The contractor shall be solely responsible for all excavation procedures, including lagging, shoring and protection of adjacent property, structures, streets and utilities in accordance with all national, state and local safety ordinances.
22. During the construction period the contractor shall be responsible for the safety of the building. The contractor shall provide adequate shoring, bracing and guys in accordance with all national, state and local safety ordinances.
23. The contractor shall be responsible for coordinating the work of all trades.
24. Shop drawings required by the specifications shall be submitted to the architect for review prior to fabrication.
25. Provide opening and supports, as required per standard details for heaters, mechanical equipment, vents, ducts piping, etc. All suspended mechanical equipment to be sway or laterally braced.
26. During construction use Simpson approved connectors as: postcap, postbase, joist or beam hangers, steel straps, u.n.o. on plans.
27. All marked shear walls at upper floor shall extend to roof diaphragm.
28. Should the contractor require temporary discontinuance of any existing utility for service, he shall notify the facilities administrator 24 hr in advance and shall not proceed until approval is obtained.
29. Materials are encounter, the contractor shall engage a qualified industrial engineer to inspect the area to be altered or renovated and write a report regarding the abatement of existing if any asbestos fibers. Remove all asbestos materials.
30. There shall be no trenches of excavations 5'-0" or more in depth into which a person is required to decent unless the necessary permit is obtained from the State Division of Industrial Safety.
31. The designer is not responsible for the performance of the contractor or sub-contractor, their errors or omissions nor the safety in on or about the job site. Any non-conforming items found or noted shall be brought to the attention of the designer immediately.
32. All construction, fabrication and installations shall conform to the requirements of the latest adopted federal, state and local codes, regulations and ordinances of the governing agency having jurisdiction over the project. Such applicable codes, etc., are those, which are in effect at the time permit application for the project is filed.
33. The owner shall be immediately notified of any discrepancies between these documents and any applicable codes by the agent involved with the appropriate agency having jurisdiction. The "field inspector" for such agency has final authority to approve/disapprove project construction and corrections of all code related items.
34. Each sub-contractor is considered a specialist in his respective field/trade and shall (prior to submission of bid, or performance, or work) notify the gen. contractor or the owner of any work called out in the drawings or specifications which can not be fully guaranteed or constructed as designed or detailed.
35. Contractor and applicable sub-contractors are responsible for appropriate hook-up of all utilities required to support the work, incl. temporary and final.
36. Contractors shall determine locations of utility services in the area, prior to any excavation for work. Contractor shall also verify any and all utility locations specified or otherwise noted on the drawings.
37. Trade names and manufacturers referred to are primarily to establish quality standards and character of materials. Substitutions/alternatives may be permitted when approved by the owner.

36. When the word "provide" is used, it shall mean that such item or service referred to shall be furnished and installed or that the owner shall be furnished an alternative for their approval prior to purchase, fabrication or construction.
37. Lead time for materials and equipment: it is the responsibility of the fen. contractor and all sub-contractors to order materials, equipment, etc. sufficiently in advance to assure timely construction or installation.
38. Miscellaneous items of work and materials necessary to complete the project whether or not mentioned or described in these specifications and allied documents, shall be provided.
39. Contractors and sub-contractors shall be responsible for respective materials delivered to site. All materials shall be securely stored and kept dry before installation.
40. Contractor is responsible for site and structure clean-up, unless owner agrees to other arrangements.
41. Contractor and applicable sub-contractors are responsible for and replacement of any damaged or defective equipment or work, before final acceptance by the owner.
42. All contractors/subs shall perform all work on this project in compliance with the state occupational safety and health act.
43. Contractors/subs shall verify with owner any modifications or additions to the following **min. insurance requirements:**
 - a. The liability insurance required for all contractors/subs shall be written what ever is required by law, and shall include contractual liability insurance.
 - b. Work shall not commence under this contractor until insurance has been obtained and such insurance has been approved by the owner.
 - c. If contractor/sub-contractor fails to furnish such required insurance the owner may secure insurance and retain and deduct the amount of premiums for such insurance from any amounts due under the contract.
 - d. The owner will maintain his own liability insurance. The owner will also maintain property insurance to the full insurable value thereof however there shall be no duty on the part of the owner to procure such insurance until five days after receipt of written notice by the contractor to the owner of the amount of insurance required. The policy shall cover all work incorporated in the building, and all materials for incorporation into the building, which may be in or about the premises, and shall be made payable to the parties as their respective interest may appear. Fire insurance for the protection for tion specific tof the contractor's buildings, materials not otherwise covered by insurance of the owner, tools and equipment of the contractor and all similar items not otherwise covered shall be the responsibility of the contractor.
44. Where applicable, contractors shall furnish and maintain protection fencing and all other protection for life, and property as may be necessary and as required by local ordinances.
45. Contractor shall provide dust control throughout entire construction period consisting or intermittent watering and sprinkling as necessary to lay dust during construction.
46. Each trade shall be responsible for knowledge of relative information contained in these documents and the conditions under which he will be expected to perform.
47. The contractor shall coordinate with the owner's representative for installation of special manufacturing equipment not shown in these drawings. The contractor shall verify equipment locations with the owner's representative and/or equipment prior to forming the slab, for proper size and location of foundation depressions, drains and traps.
48. The contractor shall consult the electrical, mechanical, and plumbing drawings for location of all sleeves through wall and floor slabs.
49. Miscellaneous signage shall be under a separate contract, unless otherwise noted.
50. Unless otherwise noted, stated manufacturer's items are to be "or equal".
51. Contractor shall verify substitutions with the owner prior to bid and/or installation.
52. Building occupant to secure permits required by the Fire Department from the fire prevention bureau prior to occupying this building.
53. Interior finishes must conform to the requirements of the local codes.
54. Building address numbers shall be easily seen from the street.
55. Contractor shall provide a list of sub-contractors to building division.
56. Contractors are required to make an appointment to meet city building inspector on proposed job site prior to the start of construction, including any grading excavation. Construction activity shall not begin before 7:00 a.m. or continue later than 9:00 p.m. on week days and 8:00 a.m. to 5:00 p.m. on Saturday. Not permitted on Sundays and holidays.
57. All electrical, mechanical and plumbing requirements shall be provided by code during construction per licensed contractors.
58. All construction work, storage of construction materials and parking of a construction trailer within the public right of way will require a city encroachment permit.
59. **A Wet Weather Erosion Control Plan (WWECP)**, utilizing sediment and erosion control BMPs, for projects that will leave disturb soil during the rainy season (October 1 to April 15) is required. The WWECP must be prepared, for projects that have already broken ground, not less than 30 days prior to the beginning of each season during which soil will be disturbed, and implemented throughout the entire rainy season. A copy of the WWECP shall be kept on the project site at all times beginning 30 days prior to the start of the rainy season through the end of the rainy season. For projects that will begin construction during the rainy season, the WWECP must be available 30 days before construction commences. The WWECP must be submitted to the Bureau of engineering, Public works for review and approval. The WWECP is not a requirement for the issuance of building or grading permit.

STORM WATER REQUIREMENTS

1. **Stormwater Development Construction Program** - Best Management Practices (BMPs) necessary to control pollutants from leaving construction sites are required to be shown on the plans in accordance with the requirements of the "Development Best Management Practice Handbook, Part A Construction Activities" as adopted by the Board of Public Works (exception 14, section 106.4.1):
 - a. Construction sites that will disturb the soil shall implement the applicable BMPs identified on attachment "A", entitled "Minimum Requirements for Construction Projects/Certification Statement." Attachment "A", or copy thereof shall be signed by the owner or an authorize agent of the owner, and either be attached or incorporated into the approved plans, and
 - b. Construction sites that will disturb one acre (43,560 sq.ft.) or more of soil are required to obtain a Notice of Intent (NOI) from the State Water Resource Control Board and prepare a State Storm Water Pollution Prevention Plan (SWPPP). Note: NOIs are processed by mail from Sacramento, CA.
2. **Stormwater Development Planning Program** - Best Management Practices (BMPs) necessary to control pollutants after construction are required to be incorporated into the developments in accordance with the requirements of the "Development Best Management Practice Handbook, Part B Planning Activities" as adopted by the Board of Public Works (exception 15, section 106.4.1):
 - a. **Standard Urban Stormwater Mitigation Plan (SUSMP)** is required to be prepared and submitted to the Watershed Protection Division, Bureau of Sanitation, Department of Public Works for review. For information regarding SUSMP, please contact the Watershed Protection Division @ 1 323 342 1501.

ADDITIONAL NOTES:

1. No work shall be done within the public right-of-way without the prior approval and permit from the Environmental and Public Works Management Department - Administrative services, Room 113.
2. Owner is responsible for repair of all damage to offsite improvements caused by construction. Call Public Works Inspector for inspection of offsite improvements at substantial completion of onsite work at (310) 458-8737.
3. New proposed improvements shall not obstruct drainage or drain into neighboring private properties.
4. Water shall be drained away from the foundation and shall be mitigated from permeating into foundation wall and footing of the the new proposed improvements.
5. No construction debris shall be spilled or stored onto public right-of-way.
6. No runoff of sediment or wastes is allowed in water leaving the site.
7. All site utilities shall be constructed underground to the nearest offsite utility pole. Contractor/Developer has made arrangements with the utility companies to place all overhead utilities underground.
8. The City strongly urges the applicant to inspect the existing sewer connection. If the connection is damaged or over 30 years old, the City recommends that the applicant show on the plans the construction of the new 6-inch diameter VCP sanitary sewer connection from property line to sanitary sewer main in accordance with City of Santa Monica Standards (Sewer permit required).
9. All labor, equipment and material required for off-site improvements are the responsibility of the Developer.
10. All offsite work shall be done in accordance with the Standard Specifications/Drawings for Public Works Construction, current edition as amended by the City of Santa Monica and City of Santa Monica Standards.
11. If fire sprinklers are required to be installed by Building & safety and/or Fire Department, Contractor shall install a double check detector assembly on site and above ground per city standards, the location of which shall be readily accessible to all city agencies. The DCCA requires 3'x8' clear space.
12. Owner/Contractor shall comply with the Utility Division Cross Connection Guidelines. Prior to Issuance of Certificate of Occupancy, Cross Connection Control Inspection must be completed. Contact the City Water Division at (310) 458-8531.
13. Prior to installation of any cross-connection device, please contact the City's cross-connection inspector at (310) 458 8535.
14. Prior to backfilling or covering up any urban runoff mitigation related excavations and/or structures, contact the City Urban Runoff Coordinator at (310) 458-8223 for inspection.
15. Prior to commencing any underground utility work, obtain separate utility excavation permits and street use permits for utility excavation. Contact EPWM Administrative Services, room 113.
16. The site must comply with SMMC Chapter 7.10.060 Urban Runoff Pollution Ordinance for construction activities and temporary BMPs.
17. Prior to the installation of any Grease Interceptor or Clarifier, contact Water Resource Protection Programs at (310) 458-8235.

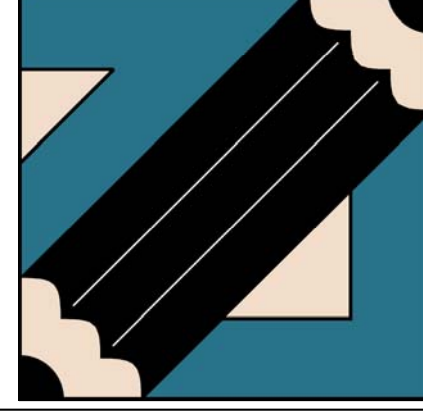
ADDITIONAL NOTES:

1. **THE GENERAL CONTRACTOR FULLY UNDERSTANDS THE SCOPE OF WORK AND ACKNOWLEDGES THAT THE CONSTRUCTION DOCUMENTS INCLUDE ALL NECESSARY DRAWINGS, SCHEDULES AND SPECIFICATIONS TO PERFORM THE WORK.**
2. **THE ARCHITECT SHALL NOT BE HELD RESPONSIBLE FOR ANY CHANGES OR DEVIATIONS FROM THE PERMITTED SET OF DRAWINGS (CONSTRUCTION DOCUMENTS).**
3. **ALL CHANGES OR DEVIATIONS FROM THE PERMITTED SET OF DRAWINGS (CONSTRUCTION DOCUMENTS) SHALL HAVE THE WRITTEN CONSENT OF THE ARCHITECT.**



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