CITY OF CITRUS HEIGHTS

BUILDING & SAFETY DIVISION

6360 Fountain Square Drive, Citrus Heights, CA 95621
(916) 727-4760 ● Building@CitrusHeights.Net

ACCESS COMPLIANCE FOR EXISTING NON-RESIDENTIAL BUILDINGS

The provisions of Section 11B-202.4 Exception 8 apply to existing buildings or facilities used as public buildings, public accommodations, commercial buildings or public housing. When these buildings or facilities undergo alterations, structural repairs, or additions, an accessible path of travel must be provided to the specific area of construction. Please check one of the following boxes indicating which condition is applicable to your project:

☐ If the sum of the adjusted construction cost[1] of alterations, structural repairs, or additions to existing buildings and facilities within a three-year period **does not exceed** the current valuation threshold of **$209,208** (*as of January 1, 2026*), the cost of compliance with Section 11B-202.4 of the *California Building Code* shall be limited to 20% of the adjusted construction cost of alterations, structural repairs or additions. If this section applies to your project, please complete page 3 of this form.

☐ When the adjusted construction cost **exceeds** the current valuation threshold of **$209,208**, a fully compliant path of travel from the public way to the area of alteration, structural repair or addition shall be provided except when the adjusted construction cost exceeds the current valuation threshold of **and** the enforcing agency determines the cost of compliance with 11B-202.4 is an unreasonable hardship, as defined in Chapter 2, Section 202, full compliance with 11B-202.4 shall not be required. Compliance shall be provided by equivalent facilitation or to the greatest extent possible without creating an unreasonable hardship; but *in no case shall the cost of compliance be less than 20 percent of the adjusted construction cost of alterations, structural repairs or additions*. The details of the finding of unreasonable hardship shall be recorded and entered into the files of the enforcing agency and shall be subject to Chapter 1, Section 1.9.1.5, Special Conditions for Persons with Disabilities Requiring Appeals Action Ratification. If this section applies to your project, please complete the "Applicant Certification" section on page 3 only.

☐ **I certify that this building and site are fully accessible.** If inspection by the Building & Safety Division reveals non-compliance with the current accessibility requirements, I will revise this worksheet and the plans, and modify the scope of work so that the building and site are in full compliance, or my 20% obligation is met. Please note that if the worksheet and plans must be modified and resubmitted to the Building & Safety Division for review this may delay final approval and issuance of the Certificate of Occupancy.

When choosing accessible elements to be upgraded, choose those elements that will provide the greatest access:

1. An accessible entrance;
2. An accessible route to the area of alteration, structural repair, or addition (see definition of accessible route Section 202 & 11B-206.2.1 for more information on accessible routes and site arrival points);
3. At least one accessible restroom for each sex serving the area of alteration, structural repair or addition;
4. Accessible telephones, if provided, serving the area of alteration, structural repair, or addition;
5. Accessible drinking fountains, if provided, serving the area of alteration, structural repair, or addition; and
6. When possible, additional accessible elements such as additional parking, storage, signs and alarms.

The second page of this Information Bulletin provides an example showing a Summary of Accessibility Upgrades.

1 Adjusted cost of construction does not include the cost of alterations to path of travel elements required to be upgraded outside the area of alteration, structural repair, or addition.

Summary of Accessibility Upgrades for Commercial Projects

(For existing buildings where the adjusted construction cost is less than or equal to $209,208 (rev. 1/26) Sec. 11B-202.4 Exception 8)

Project Address: 123 Hope Street	**Application No.**
Project Description/Location: Office tenant improvement (2,040 SF) at 5th floor Suite No. 502 **Type:** ☒ **Alteration** ☐ **Structural Repair** ☐ **Addition**	**Permit Valuation: $120,000** ***Adjusted Cost of Proposed Construction: $100,000**

PATH OF TRAVEL REQUIREMENTS FOR AREA OF ALTERATION, STRUCTURAL REPAIR, OR ADDITION

Accessible Features	Does existing feature meet accessibility standards of Chapter 11B of the current CBC?	Will this feature be replaced or altered to meet Chapter 11B of the current CBC?	If so, how much will be spent to make this feature accessible?
1. Accessible entrance	Yes		$
2. Accessible route to the altered area	Yes		$
3. Accessible restroom for each sex or a unisex restroom	No	Yes	$12,000
4. Accessible telephones	N/A		$
5. Accessible drinking fountains	No	Yes	$6,000
6. Other (Any of the below)			
A. Accessible parking spaces	No	No	$10,000
B. Signs	No	Yes	$2,000
C. Alarms	N/A		$
D. Other:	N/A		$
Cost of All Features Provided (A)	Summary of costs of Accessible Features Nos. 1-6 provided above.		$20,000
Adjusted Cost of Proposed Construction (B)	Construction cost for all proposed work on this permit application **except** Accessible Features Nos. 1-6 provided above.		$100,000
Percentage Upgrades Provided (A / B)	Cost of all Features Provided / Total Cost on Same Path of Travel.		20%

Description of Access Features Provided:

New unisex restroom will be created immediately adjacent to exiting men and women's restroom in corridor. Drinking fountain at ground floor lobby will be replaced with new hi-lo-accessible unit. Existing signage for 10 accessible parking spaces will be replaced and updated to current requirements. Parking stall access aisle slopes are greater than 2% to existing curbs and cost of creating compliant slopes and curb ramps exceeds the required 20% spending.

Applicant Certification

I certify that the above information is true and correct to the best of my knowledge and belief.

Signature:	John Smith	Date:	01 / 01 / 2014	Company:	John Smith and Associates
Name:(print)	John Smith			Address:	123 Broadway
Title:	Architect of Record			City, State Zip:	Los Angeles, CA 90012
Agent for:	☒ Owner ☒ Architect ☐ Engineer ☐ Contractor			Phone No.:	(213) 555-1212

For Building Official Use Only

Approved by:	*Title:*	*Date:* / /

*If an area has been altered without providing an accessible path of travel to that area, and subsequent alterations of that area or a different area on the same path of travel are undertaken within three years of the original alteration, the total cost of alterations to the areas on that path of travel during the preceding three-year period shall be considered in determining whether the cost of making that path of travel accessible is disproportionate.

EXAMPLE

Summary of Accessibility Upgrades for Commercial Projects

(For existing buildings where the adjusted construction cost is less than or equal to $209,208 (rev. 1/26) Sec. 11B-202.4 Exception 8)

Project Address:	**Application No.**
Project Description/Location: **Type:** ☐ **Alteration** ☐ **Structural Repair** ☐ **Addition**	**Permit Valuation:** ***Adjusted Cost of Proposed Construction:**

PATH OF TRAVEL REQUIREMENTS FOR AREA OF ALTERATION, STRUCTURAL REPAIR, OR ADDITION

Accessible Features	Does existing feature meet accessibility standards of Chapter 11B of the current CBC?	Will this feature be replaced or altered to meet Chapter 11B of the current CBC?	If so, how much will be spent to make this feature accessible?
1. Accessible entrance			
2. Accessible route to the altered area			
3. Accessible restroom for each sex or a unisex restroom			
4. Accessible telephones			
5. Accessible drinking fountains			
6. Other (Any of the below)			
E. Accessible parking spaces			
F. Signs			
G. Alarms			
H. Other:			
Cost of All Features Provided (A)	Summary of costs of Accessible Features Nos. 1-6 provided above.		
Adjusted Cost of Proposed Construction (B)	Construction cost for all proposed work on this permit application **except** Accessible Features Nos. 1-6 provided above.		
Percentage Upgrades Provided (A / B)	Cost of all Features Provided / Total Cost on Same Path of Travel.		

Description of Access Features Provided:

Applicant Certification

I certify that the above information is true and correct to the best of my knowledge and belief.

Signature:		Date:	Company:	
Name:(print)			Address:	
Title:			City, State Zip:	
Agent for:	☐Owner ☐ Architect ☐ Engineer ☐ Contractor		Phone No.:	

For Building Official Use Only

Approved by:	*Title:*	*Date: / /*

*If an area has been altered without providing an accessible path of travel to that area, and subsequent alterations of that area or a different area on the same path of travel are undertaken within three years of the original alteration, the total cost of alterations to the areas on that path of travel during the preceding three-year period shall be considered in determining whether the cost of making that path of travel accessible is disproportionate.