

CODE CONNECTION

NEWS & TIPS FROM THE MULTIPLE HOUSING PROGRAM

JANUARY 2016



Planning, Building and Code Enforcement

Know your carbon monoxide alarm requirements

Proper installation can save lives, prevent lawsuits

Cars running in an enclosed garage aren't the only place where odorless, deadly carbon monoxide can become a problem. If you manage a multi-family property that utilizes gas-powered furnaces, boilers, water heaters, or fireplaces, and the equipment and ventilation aren't properly permitted, inspected, and maintained, it's possible for carbon monoxide to pool in the room where that equipment is located – and then seep into adjacent spaces.



"It's a very small investment that goes a long way to protecting lives and your livelihood."

This happened at a Burlingame, California hotel with the tragic consequence of causing brain damage to a hotel guest. It was a chain of events that no one foresaw, but that amplified the first mistake: installing a boiler in a pool equipment room without securing a building permit and associated inspection. The room configuration was subsequently modified, affecting the ventilation, and the gas began to intensify in the room. One night, the hotel guest who checked into the room above this space, was subjected to poisonous levels of carbon monoxide.

The man survived, barely, and faces life-long brain damage. The hotel faces multi-million dollar criminal and civil lawsuits.

Carbon monoxide alarms cost \$20 and up. Add some labor costs for the installation, and it's a very small investment that goes a long way to protecting lives and your livelihood.

Here's what all multi-family dwelling property managers should know and do:

- Carbon monoxide alarms are required in buildings that have gas-powered heaters, appliances, fireplaces, or attached garages. (If an enclosed parking garage is ventilated in accordance with the California Mechanical Code, it is exempted.)

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Learn How to Prepare for an Inspection on February 24, 2016

Time: 6:45 p.m. – 7:45 p.m.

Location: San José City Hall
Wing Rooms 119-120

Validated parking is available at the 6th St. garage under City Hall.

To RSVP send an email to MHProgram@sanjoseca.gov



Dispose of Household Hazardous Waste for free!

It's easy! Make an appointment at hhw.org to schedule a drop-off of pesticides, cleaning products, paint and more. It typically takes less than 5 minutes, and you don't need to get out of your car. Select the new San José location when you visit hhw.org for greatest convenience.

* * *



Save time, save \$40 get your permit online

First register at www.sjpermits.org.

Be prepared to provide:

- property address
- email address
- credit card for payment

Contractors must provide:

- state license number
- City of San José business license number

Once you log in, the system will guide you as you select the desired permit.



We're improving our building permit information, making it easier to understand. Check out the Handouts and Forms page at www.sanjoseca.gov/building.

Carbon monoxide alarm requirements continued

- Carbon monoxide alarms are required in units and community spaces that contain a gas-powered appliance, fireplace or attached garage, or in a unit that is connected by duct work or ventilation shafts to any room containing a gas appliance or attached garage.
- If there is gas-powered equipment in the building but not in the units, and the units are within one floor of the space containing the gas-powered equipment, then those units will require single station carbon monoxide alarms. Please contact Code Enforcement at 408-535-7770 for additional clarification if needed.
- Carbon monoxide alarms are permitted to be solely battery operated or plug-in type with battery back-up in areas where no construction is taking place. *

Need to Discourage Illegal Parking on Your Property?

Getting A Tow Permit Can Help

If people are illegally parking in your tenant stalls or elsewhere on the property of your building, you can get a permit from the San José Police Department (SJPD) that allows you to have the vehicles towed. Here is a brief outline of the process for obtaining a towing permit:



- Download a Tow Permit Application at www.sjpd.org/PFD_Forms/PrivatePropertyTow.pdf. The current application fee is \$239. You'll need to submit a check, payable to the City of San José, with your application. The fee covers one inspection to verify your information and that you have properly placed towing signage. This inspection will take place before issuance of your permit.
- Be sure that towing signs have the proper information and are posted at all entrances to the property.
- Only work with a company that is permitted for towing from private property. A list is provided at www.sjpd.org/COP/PermittedTowCompanies.html. For each tow, the property manager will need to sign a tow receipt.
- Be mindful that a change in property ownership or changing the tow company on your permit will void the permit. A new application, along with fee payment, will need to be submitted.



For complete details on sign design and towing permit procedures, visit www.sjpd.org/PDF_Forms/PrivatePropertyTow.pdf. *

IMPORTANT NUMBERS

408-535-3850	Abandoned Vehicles
800-414-2002	Adult Protective Services
408-578-7297	Animal Care & Services
408-535-7055	Business Tax
408-535-3555	Building Permits
408-342-3500	Apartment Assn Tri-County
408-299-2071	Child Abuse Hotline
408-535-7770	Code Enforcement Phone
408-292-6924	Code Enforcement Fax
800-321-2752	Contractor's License Board
408-947-7867	Crime Stoppers
408-535-7750	Fire Prevention
408-793-6901	Free Tow Program
408-535-3500	Garbage And Recycling
866-249-0543	Graffiti Complaints
408-975-4440	Housing Rehabilitation
408-299-7300	Household Hazardous Waste
408-998-5200	Legal Aid of SC County
800-743-5000	Pacific Gas & Electric Co.
408-535-3555	Planning Permits
800-222-1222	Poison Control
408-918-4770	SC County Vector Control
408-792-2327	SC County Mediation Services
408-794-1901	Streets & Sidewalks
408-794-1900	Sewers
408-794-1903	Street Light Repair
408-277-4452	Towing Permits
408-794-1901	Tree Trimming & Removal

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