

**Advisory
Guide
Series**

A9

**SITework UNDER
OSHPD JURISDICTION**

**FOR
ALL BUILDINGS UNDER
OSHPD JURISDICTION**

Office of Statewide Hospital Planning and Development

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INTRODUCTION

The California Department of Health Care Access and Information (HCAI) – Office of Statewide Hospital Planning and Development (OSHPD), formerly Facilities Development Division (FDD), is the statewide building department for hospitals. However, hospital buildings are very complex structures with unique building systems, such as heating, ventilation, and air conditioning systems designed to limit the spread of infections and to protect those with compromised immunity; plumbing, medical gas systems, fire protection, drain, waste, and vent systems; essential electrical sources, and distribution as well as specialized low voltage systems such as nurse call, infant security, and others. Hospitals are unique in that they adopt a protect in place philosophy to address occupants who are unable to be evacuated in the event of an emergency which affects the structural integrity of the building and/or the functionality of the systems that support the hospital building.

The ground upon which the building is sited requires grading and preparation of a suitable building pad, often requiring soil remediation in accordance with Chapter 18A of Title 24, Part 2 (California Building Code) and as detailed in a geotechnical report prepared by a Geotechnical Engineer. Most of the building systems require connections to public or private utility systems. This results in the review and approval of sitework for hospitals being under multiple jurisdictions. The following Advisory Guide is intended to assist hospital architects and engineers in determining what sitework is under the jurisdiction of OSHPD and what sitework is under other jurisdictions.

See OSHPD’s [*“Design Guide for Working on Projects under OSHPD Jurisdiction – Tips from the Experts”*](#) on HCAI’s website for information on how to prepare design documents, which includes examples, tips, methods, and approaches that have been successfully used on numerous projects, benefitting all parties involved in the planning, design, and construction of hospital construction projects in California. Following the guidelines presented in the Guide and the tips from the experts will increase the likelihood of a successful project for all parties involved.

Department of Health Care Access and Information (HCAI)
Office of Statewide Hospital Planning and Development (OSHPD)
has drafted this Advisory Guide in consultation with the
California Department of Public Health (CDPH)

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SECTION 1 OSHPD JURISDICTION

Jurisdictional limits should not be thought of as a physical or spatial boundary, but as specifically related to the codes and regulations being enforced, as charged to the respective authorities. The extent of OSHPD’s jurisdiction is not simply everything inside the exterior skin, including utilities extending to a point five feet beyond these buildings or structures, with everything outside the building being under the jurisdiction of the local enforcing agencies. Some local jurisdiction is retained inside these buildings, and OSHPD does have some jurisdiction over certain elements of the site/campus outside the building. The purpose of this Advisory Guide is to clarify the jurisdictional boundaries between construction and site improvements under OSHPD authority and those under local authorities’ jurisdiction.

For additional information regarding OSHPD’s jurisdiction, see OSHPD’s [CAN 2-0 OSHPD Jurisdiction](#) on HCAI’s website.

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SECTION 2 CODE REFERENCES

**2022 California Administrative Code (CAC), Title 24, Part 1
Chapter 7 SAFETY STANDARDS FOR HEALTH FACILITIES
Section 7-103. Jurisdiction.**

(Also refer to California Building Code (CBC), Title 24, Part 2 Section 1.10)

7-115. Preparation of construction documents and reports.

2023 Professional Engineers Act

6731. Civil engineering defined. Civil engineering embraces the following studies or activities in connection with fixed works for irrigation, drainage, waterpower, water supply, flood control, inland waterways, harbors, municipal improvements, railroads, highways, tunnels, airports and airways, purification of water, sewerage, refuse disposal, foundations, grading, framed and homogeneous structures, buildings, or bridges.

Access is provided to the codes promulgated by OSHPD through the California Building Standards Commission website (<https://www.dgs.ca.gov/en/BSC/Codes>) with active links to each publisher's website for read-only public access versions of the codes.

Part 1, California Administrative Code

Part 2, California Building Code, Volumes 1 and 2

Part 3, California Electrical Code (Note: Accessed through the National Fire Protection Association (NFPA), however, requires the creation of a user account to view the [Free Access - NFPA 70: 2022 California Electrical Code - NFPA 70 \(2020 NEC®\)](#))

Part 4, California Mechanical Code

Part 5, California Plumbing Code

Part 6, California Energy Code

Part 9, California Fire Code

Part 12 California Existing Building Code

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SECTION 3 ACRONYMS AND DEFINITIONS

Acronyms and Definitions assist the user in recognizing and identifying various acronyms and terms generally used in OSHPD documents. Please refer to the Master Glossary of Acronyms and Definitions on the HCAI website at <https://hcai.ca.gov/document/master-glossary-of-acronyms-and-definitions/>.

Other definitions may also be found in the Title 24, California Code of Regulations, California Building Standards Code.

SITWORK. As used in this document means the work required to prepare a specific location, plot of land, or parcel for the erection or construction of a building or structure. Sitework does not include construction work of the building or structure itself. Sitework may include, but is not limited to the following:

Earthwork, such as:

- Reconfiguring the topography through grading for adequate drainage of the site as well as sediment and erosion management and control.
- Excavating, filling, compacting, and remediating soil to create a solid, stable base/pad to support a building or structure under OSHPD's jurisdiction and its foundation.
- Retaining walls and structures, shoring, underpinning, and other engineered means and methods to retain the stability and integrity of a building or structure under OSHPD's jurisdiction, or to resist lateral or gravity loads from the building or structure, whether temporary or permanent, must be designed by a structural engineer, based on remediation in accordance with Chapter 18A of Title 24, Part 2 (California Building Code) and as detailed in a geotechnical report prepared by a Geotechnical Engineer, when applicable. See OSHPD's [Design Guide for Working on Projects Under OSHPD Jurisdiction – Tips from the Experts](#) (Section 2 – *Geologic Hazards Investigation Guidelines*) on HCAI's website for additional information and requirements.
- Retaining walls, not supporting surcharge loads from a building or structure under OSHPD's jurisdiction and other such structures on the site that do not affect the structural integrity of a building or structure under OSHPD's jurisdiction may be designed by a civil engineer and is typically reviewed and permitted under the local jurisdiction.

- The Geotechnical Engineer and Civil Engineer shall each submit a Final Verified Compliance Report, and any other documentation as required in the approved Testing, Inspection, and Observation Program, for their portion of the work defined as Earthwork above in accordance with Title 24, Part 2 Section 7-151.

Site Improvements, such as:

- Curbs, paving, landscaping, ingress and egress to the site, fire department access, parking, drive aisles, walkways, etc.

Utilities and their connections to public or private services, such as:

- Domestic water.
- Fire protection water and systems.
- Site drainage systems.
- Wastewater and sewer systems
- Electrical power systems.

SECTION 4 SITE EARTHWORK, GRADING, AND DRAINAGE

In California, Civil Engineers prepare design and construction documents for drainage systems, septic systems, etc. They also prepare grading plans and topographic maps of the elevations and contours of the land. Civil Engineers prepare a significant part of the construction documents for earthwork and for many of the site improvements for buildings under OSHPD jurisdiction. Civil Engineers are licensed by the Board for Professional Engineers, Land Surveyors, and Geologists, a professional licensing Board within the Department of Consumer Affairs. Local jurisdictional agencies typically review and permit much of the work shown on the civil drawings.

OSHPD will review the civil drawings related to earthwork, grading, and drainage for the following:

- Building pad construction, including but not limited to grading, soil remediation, excavation, trenching, retaining, shoring, and any means and methods needed to provide stability and integrity for the building or structure or to resist lateral or gravity loads imposed by the building or structure.
- Drainage away from the building or structure.

Public Works/Engineering authority review of site engineering including, but not limited to, grading and drainage, utility trenching, site access, and off-site improvements, is retained by the local agency. See Site Utilities Section herein below for some utilities that OSHPD will review. Permits for the operation and monitoring of underground fuel storage tanks are the jurisdiction of the local city/county. See OSHPD's [PIN 2 Installation of Underground Fuel Storage Tanks](#) on HCAI's website. The civil drawings must clearly define the scope of OSHPD's jurisdiction. As a rule, OSHPD does not approve general civil drawings for site grading and drainage. The drawings must distinguish the OSHPD work from that of other jurisdictions.

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SECTION 5 SITE ACCESSIBILITY

Chapter 11B of the California Building Code (CBC) has requirements for accessibility for persons with disabilities that apply to the site and the buildings or structures under OSHPD’s jurisdiction. The building standards that apply to the building itself are reviewed by OSHPD as part of its normal building plan review process. However, OSHPD provides for the review for site accessibility to be accomplished in one of three ways. Verification that exterior routes of travel, accessible parking, and other site features required to be accessible complies with regulations of the CBC as adopted by the Division of the State Architect/Access Compliance Section may be demonstrated by:

- Standard OSHPD review and observation; or
- Evidence of review and certification by an independent Certified Access Specialist (CAsp) retained by the health facility, for CBC compliance (inspection to be performed by project Inspector of Record); or
- Evidence of plan review, construction inspection, and approval by the local building authority for CBC compliance.

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SECTION 6 SITE FIRE AND LIFE SAFETY

In addition to local review of fire and life safety requirements by the local fire agency, engineering department, and other jurisdictions, OSHPD will review the following site fire and life safety construction: Refer to the Appendix for a Site Fire and Life Safety Checklist. Refer to HCAI's website for the [HEALTH CARE FACILITY LOCAL FIRE AUTHORITY APPROVAL - 2022 CALIFORNIA BUILDING STANDARDS CODE](#) Form.

- Fire water piping from the municipality meter double check valve assembly to the building, including verification of an adequate supply of water and a secondary water supply on-site. See OSHPD's [PIN 5 Review of Underground Fire Main Submittals](#) on HCAI's website.
- Proximity of adjacent structures for wall and opening protection requirements.
- Fire apparatus access roads.
- Fire Department connections.
- Location of valves, post indicator valves, backflow prevention assemblies, double check valve assemblies, and hydrants.
- Exterior means of egress to the public way or safe dispersal area, including site elements such as slope stabilization, retaining walls, pedestrian bridges and other features that could impact egress, required egress illumination under emergency power, etc.
- Heliports/helistops when required by the licensed service (i.e. trauma center, etc.) or when located on a hospital building, for compliance with applicable requirements of Title 24.

Applicable work shown on civil drawings must clearly define the scope of OSHPD shared jurisdiction and distinguish that work which is completely under another jurisdiction only.

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SECTION 7 SITE UTILITIES

The concept that OSHPD only reviews utilities and systems to five feet from the exterior of the building is not valid. The extent that the utilities on the site may be under OSHPD jurisdiction can vary depending on several factors. As general guidelines OSHPD will apply the following when determining the extent of its jurisdiction:

Not reviewed by OSHPD

- Electrical service provided by a Public Utility from the service point (utility vault, transformer, or meter) to the point it enters a building or structure under OSHPD jurisdiction. (Note: Pathway only will be reviewed from the point where it enters an OSHPD building up to and including the Underground Pull Section (UGPS) that it terminates in.)

Reviewed by OSHPD

- For on-site power generation sources, distribution wiring, and equipment required to meet the entire facility loads (i.e. normal power) for a building or structure under OSHPD jurisdiction the entire system, including energy sources and electrical power distribution, that serves the total normal demand load.
- For on-site power generation sources that are only intended to supplement the Public Utility power to a building or structure under OSHPD jurisdiction, only system disconnects and building tie-in components will be reviewed by OSHPD.
- The essential electrical system (emergency power) including all sources, distribution, and required on-site resources (fuel supply, etc.) required to comply with mandated essential power backup durations.
- Water service routing from the service meter to the point it enters a building or structure under OSHPD jurisdiction, on-site emergency water supply storage.
- Wastewater lines from the sewer lateral connection to the point it enters a building or structure under OSHPD jurisdiction, and emergency sanitary drainage on-site holding tank or enclosure.
- Utilities from a central plant, or mechanical yard, to any building under OSHPD jurisdiction. Grading associated with site drainage related to such utilities remains under local jurisdiction.
- Utilities serving non-OSHPD buildings, equipment, heliports/helistops, etc., not located on a hospital building, that originate in, pass through, or pass under a hospital building, or are supplied from a central plant or mechanical yard under OSHPD jurisdiction, to the point of connection at the non-OSHPD building, structure, equipment, etc.

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SECTION 8 PLANNING REQUIREMENTS AND OTHER SITE IMPROVEMENTS

The local government retains jurisdiction, as the enforcing agency, of all other elements of the health facility sitework, including the location of a facility or structure on the site, the grounds, landscaping, grading, or site work (except work associated with construction of buildings or structures under OSHPD jurisdiction), parking lot/structures construction, and the general aesthetics of the site and building. Hospitals must recognize and account for local entitlements, design review, and site engineering approvals, which are completed outside of OSHPD jurisdiction but are required to be completed prior to issuance of an OSHPD permit or occupancy, as applicable. With regards to sitework, OSHPD requires evidence of the following prior to issuing a plan approval or a building permit:

- Local planning/zoning approval, including any conditional use permit and California Environmental Quality Act (CEQA) approvals, for all new buildings, for projects that increase the area of an existing building, and when applicable, projects that change the occupancy or use of the building.
- Local Engineering Authority of the site grading and other engineered improvements under its jurisdiction.
- Compliance with local outdoor irrigation and landscaping standards (i.e. Model Water Efficient Landscape Ordinance (MWELO), California Green Building Standards Code, etc.).
- Local authority's/CUPA review of underground fuel storage tanks. See OSHPD's [PIN 2 Installation of Underground Fuel Storage Tanks](#) on HCAI's website.
- Local fire authority acceptance of the fire and life safety site improvements.
- Letter of acceptance from utility companies when on-site power producing equipment is provided and connected to parallel with the utility system and/or operate in island mode as supplementary to the normal power provided by a utility company.
- State or Local Air Pollution Control Districts (APCD) approval letters for on-site power producing equipment, when applicable.

Planning and zoning authority is retained by the local agency, including but not limited to: enforcement of building setbacks, general siting of buildings, height restrictions, parking standards, site lighting, light pollution, noise ordinances, design review, equipment screening, signage, landscaping, non-building structures such as cell towers, generators, PV systems, remote battery storage units, etc., CEQA compliance, public hearings, discretionary approvals, entitlements, use permits, and any conditions of

approval. (Note: OSHPD review required for any item, equipment, system, etc. mounted on a building or structure under its jurisdiction)

Other local agencies or sitework approvals may include water quality management authorities, flood control districts, water runoff retention/detention, local fire authority including access, fire department connections, hydrant locations, FAA and Caltrans for helipads/heliports, and public and private utilities. It is the hospital's responsibility to ensure that it has obtained all other local, state, and/or federal approvals and/or permits outside OSHPD's jurisdiction before, during, or after construction as applicable.

The design professional(s) is/are responsible to delineate the work on the construction documents that is to be reviewed and approved by OSHPD and the work that is to be reviewed and approved by other jurisdictions. It should be noted that some work may overlap jurisdictions and thus may require other jurisdictional review and approval in addition to OSHPD's. This Advisory Guide is a tool that the design professional and health facility may use to determine OSHPD's jurisdictional boundaries of the sitework.

APPENDIX

SITE FIRE AND LIFE SAFETY CHECKLIST

A. FIRE PROTECTION AND WATER SUPPLY.

1. Location of Fire Hydrants. [CFC, Sec. 507, Appendix C, NFPA 24 - *latest adopted edition, Sec. 7.2.1] (OSHPD form available)
2. Fire Flow requirements for buildings. [CFC, Sec. 507, Appendix B] (OSHPD form available)
3. The location and type of fire protection control valve(s). [NFPA 24 – *latest adopted edition, Sec. 6.2 and NFPA 13-2022, Sec.16.9.3.1.1] (OSHPD form available)
4. The location of fire department connections. [CBC, Sec. 912.2, CFC, Sec. 903.3.7 & Sec. 912.2, NFPA 24 – *latest adopted edition, Sec. 5.9] (OSHPD form available)

B. FIRE DEPARTMENT ACCESS

1. Fire Department access roads. [IFC, Sec. 503.1, Title 19, C.C.R, Section 3.05(a)]
2. Key box locations. [CFC, Sec. 506.1]
3. Keys to gate locks at exits from secured yards. [CBC, Sec.407.10]

C. LOCAL AUTHORITY REQUIREMENTS

1. The installation, location, and configuration of the cross-connection control device (detector-check). [NFPA 13-2022, Secs. 16.9.4 and 16.9.5 and NFPA 24 - *latest adopted edition, Secs. 5.5 and 6.2.9 and Title 17, CCR, Sec. 7603] (OSHPD form available)
2. Water supply tests conducted within 6 months of project submittal. [CFC, Sec. 507.4 and NFPA 13, Sec. 28.1.3(18)(e)]
3. Installation of underground fuel storage tanks. See OSHPD PIN 2 (Policy Intent Notice). H&S Code, Sec. 25289 et seq.
4. Location of aboveground fuel storage tanks. [CAC, 7-125(b) & CFC Secs. 5704.2.9.6.1 & 6104.2]
5. More restrictive local requirements adopted by local ordinance. [Health and Safety Code, Sec. 18941.5, 17958 & 13869.7]
6. Other operational permits that may be required by the fire code official. [CFC, Sec.105.5]

D. FIRE SAFETY DURING CONSTRUCTION AND DEMOLITION

1. A site safety plan establishing a fire prevention program shall be submitted and approved before a building permit is issued. [CFC, Sec. 3303.1]
2. Provision for fire department access, access to fire hydrants and standpipes during construction. [CFC, Secs. 3311, 3313 and 3314]

*Refer to Title 24, Part 2, Chapter 35 for the latest adopted edition.