



Community Development Department
Building Division
922 Machin Avenue
Novato, CA 94945-3232

Guidelines for Owner Certificate of Smoke & Carbon Monoxide Alarms Compliance

- The “Owner Certification of Smoke/Carbon Monoxide Alarm Compliance” form can be used on permitted projects where alarms are required and the work, such as re-roofing, re-siding, patio covers, decks, swimming pools and similar exterior only projects.
- The completed form must ONLY be signed by the property owner. Forms signed by tenants, contractors, relatives, etc. will not be accepted.
- The owner must legibly print their name and sign in the spaces provided.
- The completed form must be submitted to the inspector by final inspection.
- In the case where the form is the only remaining correction notice item for final inspection, the completed form may be either emailed¹ to the final inspector or submitted, along with a copy of the latest correction notice, the public permit counter during regular business hours.
- If you wish to have the job card signed off, you may bring the card to the public counter, but this is not required for the completion of the permit process as long as the inspector has received the compliance form.
- Once the completed form is received and attached to the permit in the database the permit will be finalized by the inspector and the permit process is completed.

¹ Inspectors email addresses available on Building Division web site.



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Owner Certificate of Smoke & Carbon Monoxide Alarms Compliance

California Residential Code Sections R314 and R315

Address: _____ **Permit #:** _____

Print Owner's Name: _____

Per California state law effective January 1, 2011, when building permits are issued for additions, alterations or repairs to residential buildings and the value of the work exceeds \$1,000, the installation of smoke alarms and carbon monoxide alarms must be installed per code for the safety of the occupants, if they do not already exist.

Smoke Alarms approved and listed by the State Fire Marshall shall be installed in the following locations; in each sleeping room, and outside each separate sleeping area in the immediate vicinity of the bedrooms and on each additional story of the dwelling. Smoke alarms are permitted to be solely battery operated in existing areas of buildings undergoing alterations or repairs that do not result in the removal of interior walls or ceiling finishes exposing the structure, unless there is an attic, crawl space or basement available which could provide access for building wiring without the removal of interior finishes. Where more than one smoke alarm is required to be installed within an individual dwelling or sleeping unit, the smoke alarm shall be interconnected in such a manner that the activation of one alarm will activate all of the alarms in the individual unit. See California Residential Code Section R314 for additional information.

Carbon Monoxide Alarms approved and listed by the State Fire Marshall shall be installed existing dwelling units or sleeping units that have attached garages or fuel-burning appliances as follows ; outside each separate dwelling unit sleeping area in the immediate vicinity of the bedrooms and on every level of a dwelling unit including basements. In existing dwelling units a carbon monoxide alarms are permitted to be solely battery operated in existing areas of buildings undergoing alterations or repairs that do not result in the removal of interior walls or ceiling finishes exposing the structure, unless there is an attic, crawl space or basement available which could provide access for building wiring without the removal of interior finishes. Where more than one carbon monoxide alarm is required to be installed within an individual dwelling or sleeping unit, the carbon monoxide alarm shall be interconnected in such a manner that the activation of one alarm will activate all of the alarms in the individual unit. See California Residential Code Section R315 for additional information.

I declare under penalty of perjury that the residence listed above is in full compliance with the above 2010 California Residential Code referenced code sections R314 & R315.

Property Owner's Signature: _____ **Date:** _____

NOTE: this Certificate is only used when normal access to the interior of the dwelling by the City of Novato Building Inspector is not achieved during the course of project construction. It is normally used for projects such as re-roofing, re-siding, patio covers, decks, swimming pool and similar exterior only projects.