



MEMORANDUM

DATE: May 24, 2023
TO: Plan Review, Intake, and Permit Processing Staff *pericia*
FROM: Neville Pereira, Deputy Director of Permit Services
SUBJECT: Submittal of Continuous Tie-Down Systems

The lateral-force resisting system for projects using light-frame construction typically comprises light-frame wood shearwalls sheathed with wood structural panels rated for shear resistance. Overturning forces at the shearwalls are typically resisted by a system of discrete hold-downs or a continuous tie-down system.

For cases where the proposed lateral-force resisting system includes a continuous tie-down system, all elements of the continuous tie-down system shall be completely designed and detailed and included in the overall structural submittal, including drawings and calculations.

- Full Permits. Deferred submittal of the continuous tie-down system under a separate permit is not allowed.
- Site Permits. Submittal of the continuous tie-down system under a separate Addendum is not allowed. The continuous tie-down system shall be completely designed and detailed and included in the Structural Addendum.

This memorandum is to remind staff of existing DBI policy and permit submittal requirements and is therefore retroactively effective to all permits currently under review.

Cc: Patrick O'Riordan, C.B.O., Director
Christine Gasparac, Assistant Director