

BOARDING PROCEDURES (COMMERCIAL)

Owners shall have the responsibility for maintaining all commercial buildings and accessory buildings in a locked or closed condition so that they cannot be entered without an unlawful break-in. The City Manager or his/her designee may order owners to board a structure.

Property owners shall contact the City in compliance with the "Maintenance of Boarded and Vacant Buildings Ordinance" prior to boarding of a structure.

Property owners who have been notified by the City because of existing vacant buildings shall pay all program fees at the time of enrollment as well as any outstanding citations or fines relating to the property.

In conjunction with boarding the owner is required to complete the following:

- Disconnect all utilities at the street. (Water, Gas, and Electricity) Exceptions may be allowed for the continuation of security lighting or alarms.
- Remove all upholstered furniture, combustible materials, flammables, and trash from the building including the basement and attic.
- Remove trash, trash containers, and combustible materials from exterior stairwells, porches, accessory structures, garages, and yard areas.
- Remove all weeds and overgrown shrubbery which could support a fire.

Boarding of a structure shall be required for all doors and windows. Boarding may also be required of all underfloor and/or attic access points if so determined necessary by the City Manager or his/her designee.

The owner of a boarded structure shall be required, upon notification, to provide entry to the structure to the City Manager or his/her designee to assure compliance. At least one door at grade level shall be maintained with locks and hinges to permit entry for inspection purposes.

If, after a reasonable notice, the owner fails to properly board the structure the City Manager or his/her designee may request the Department of Public Works either by City personnel or by contract to correct the situation and charge the cost thereof upon the tax rolls of the property. At this point all available means will be utilized to obtain compliance.

Screening or alternate methods of boarding may be permitted when approved by the City Manager or his/her designee.




APPROVED _____

3/8/23

DATE

DRAFT

 <p>CITY OF PITTSBURG</p>	NO.	DATE	REVISION	DRAWN BY:	<p align="center"><u>STANDARD DETAIL</u></p> <p align="center">BOARD UP – COMMERCIAL</p>	<p align="center">SHEET 1 OF 2</p> <p align="center">B-1</p>
				CHECKED BY: MK		
				DATE: 2019-01-11		
				SCALE: NONE		

SPECIFICATIONS

Basement windows out of public view (Double Hung):

1/2" plywood or OSB, recessed into the jambs, secured by placing two (2) 2x4's on the inside of the opening and attached to the plywood with two 1/2" diameter carriage bolts with a large diameter washer (fender washer) on the inside and outside with the nut on the inside. Paint to match trim or siding color.

Basement windows out of public view (Casement, Slider or Fixed):

3/4" plywood or OSB, recessed into the jambs, placed from the outside, attached with 2-1/2" long tamperproof screws 6" to 8" on center. Paint to match trim or siding color.

Rear or side door out of public view:

3/4" plywood or OSB, recessed into the jambs, placed from the outside, attached with 2-1/2" long tamperproof screws 6" to 8" on center. Paint to match trim or siding color.

Front door at grade with existing door in good condition:

Place 3/8" plywood or OSB behind all glass and secure with 1-5/8" tamperproof screws 8" to 10" on center into door frame. The door shall then be locked by the use of a quality pad lock inserted through eyebolts. One eyebolt shall be through bolted into the door and the second shall be lagged into the door jamb and the framing. Paint plywood to match trim or siding color.

Front door at grade with existing door in poor condition:

See City Standard Detail B-3.

First floor windows at the front in good condition:

3/8" plywood or OSB cut to fit the outside dimensions of interior molding or casing and attached by using 2-1/4" long tamperproof screws 8" to 10" on center. Cut in a minimum of four (4) 3" holes spaced evenly across each opening at a height above 6'-0". Paint to match trim or siding color.

First floor windows at the front, second story and rear with faulty frame:

1/2" plywood or OSB, recessed into the jambs, secured by placing two (2) 2x4's on the inside of the opening and attached to the plywood with two 1/2" diameter carriage bolts with a large diameter washer (fender washer) on the inside and outside with the nut on the inside. Paint to match trim or siding color.

Street side recessed vestibule including door at grade and display windows:

(Door) Place 3/8" plywood or OSB behind all glass and secure with 1-5/8" tamperproof screws 8" to 10" on center into door frame. The door shall then be locked by the use of a quality pad lock inserted through eyebolts. One eyebolt shall be through bolted into the door and the second shall be lagged into the door jamb and the framing. Paint plywood to match trim or siding color.

(Display Windows) Display area to be clean of loose debris and failing finishes. Install braced 3/4" plywood or OSB wall in line with front entry. Wall to be positively connected to the subfloor and ceiling by the use of minimum 3/8" lag bolts secured directly to the ceiling and floor joists. Walls to have a minimum four (4) 3" holes spaced evenly across each opening at a minimum height of 6'0". Paint to match trim or siding color.

Note: Many commercial properties fall within the boundaries of "Old Town Pittsburg" and as a result must adhere to the "Old Town Pittsburg Design Guidelines and Principles". Owners of these specific properties must follow these specific requirements when doing any and all work within this area.


APPROVED _____



3/8/23

DATE

DRAFT

 <p>CITY OF PITTSBURG</p>	NO.	DATE	REVISION	DRAWN BY:	<u>STANDARD DETAIL</u> BOARD UP - COMMERCIAL	SHEET 2 OF 2 B-1
				CHECKED BY: MK		
				DATE: 2019-01-11		
				SCALE: NONE		

BOARDING PROCEDURES (RESIDENTIAL)

Owners shall have the responsibility for maintaining all vacant dwelling units, dwellings, structures, principal buildings and accessory buildings in a locked or closed condition so that they cannot be entered without an unlawful break-in. The City Manager or his/her designee may order owners to board a structure.

Property owners shall contact the City in compliance with the "Maintenance of Boarded and Vacant Buildings Ordinance" prior to boarding of a structure.

Property owners who have been notified by the City because of existing vacant buildings shall pay all program fees at the time of enrollment as well as any outstanding citations or fines relating to the property.

In conjunction with boarding the owner is required to complete the following:

- Disconnect all utilities at the street. (Water, Gas, and Electricity)
- Remove all upholstered furniture, combustible materials, flammables, and trash from the building including the basement and attic.
- Remove trash, trash containers, and combustible materials from exterior stairwells, porches, accessory structures, garages, and yard areas.
- Remove all weeds and overgrown shrubbery which could support a fire.

Boarding of a structure shall be required for all doors and windows. Boarding may also be required of all underfloor and/or attic access points if so determined necessary by the City Manager or his/her designee.

The owner of a boarded structure shall be required, upon notification, to provide entry to the structure to the City Manager or his/her designee to assure compliance. At least one door at grade level shall be maintained with locks and hinges to permit entry for inspection purposes.

If, after a reasonable notice, the owner fails to properly board the structure the City Manager or his/her designee may request the Department of Public Works either by City personnel or by contract to correct the situation and charge the cost thereof upon the tax rolls of the property. At this point all available means will be utilized to obtain compliance.

Screening or alternate methods of boarding may be permitted when approved by the City Manager or his/her designee.


APPROVED _____



3/8/23

DATE

DRAFT

 CITY OF PITTSBURG	NO.	DATE	REVISION	DRAWN BY:	<u>STANDARD DETAIL</u> BOARD UP – RESIDENTIAL	SHEET 1 OF 2
				CHECKED BY: MK		B-2
				DATE: 2019-01-11		
				SCALE: NONE		

SPECIFICATIONS

Basement windows with a solid frame:

3/8" plywood or OSB, recessed into the jamb opening secured with 1-5/8" long tamperproof screws placed 8" to 10" on center. Paint to match trim or siding color.

Basement windows with a faulty frame:

1/2" plywood or OSB, recessed into the jambs, secured by placing two (2) 2x4's on the inside of the opening and attached to the plywood with two 1/2" diameter carriage bolts with a large diameter washer (fender washer) on the inside and outside with the nut on the inside. Paint to match trim or siding color.

Rear or side door at grade:

3/4" plywood or OSB, recessed into the jambs, placed from the outside, attached with 2-1/2" long tamperproof screws 6" to 8" on center. Paint to match trim or siding color.

Front door at grade with existing door in good condition:

Place 3/8" plywood or OSB over any glass and secured with 1-5/8" tamperproof screws 8" to 10" on center. The door shall then be locked by the use of a quality pad lock inserted through eyebolts. One eyebolt shall be through bolted into the door and the second shall be lagged into the door jamb and the framing. Paint to match trim or siding color.

Front door at grade with existing door in poor condition:

See City Standard Detail B-3.

First floor windows at the front, second story and rear with solid frame:

3/8" plywood or OSB cut to fit the outside dimensions of the brick molding or casing and attached by using 1-5/8" long tamperproof screws 8" to 10" on center. Paint to match trim or siding color.

First floor windows at the front, second story and rear with faulty frame:

1/2" plywood or OSB, recessed into the jambs, secured by placing two (2) 2x4's on the inside of the opening and attached to the plywood with two 1/2" diameter carriage bolts with a large diameter washer (fender washer) on the inside and outside with the nut on the inside. Paint to match trim or siding color.


APPROVED _____

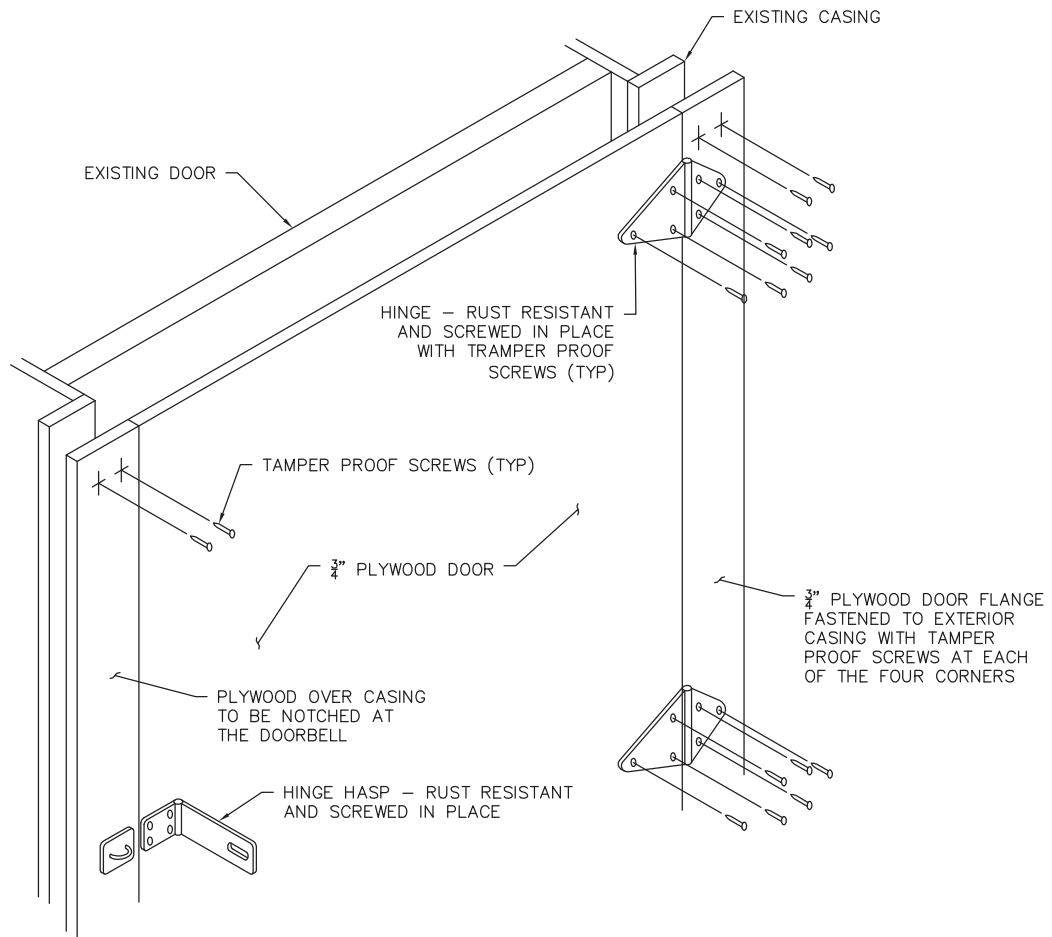


3/8/23

DRAFT

DATE

 CITY OF PITTSBURGH	NO.	DATE	REVISION	DRAWN BY:	<u>STANDARD DETAIL</u> BOARD UP - RESIDENTIAL	SHEET 2 OF 2 B-2
				CHECKED BY: MK		
				DATE: 2019-01-11		
				SCALE: NONE		



FRONT DOOR AT GRADE

APPROVED

3/8/23

DATE

DRAFT



CITY OF PITTSBURGH

NO.	DATE	REVISION	DRAWN BY:	AW
			CHECKED BY:	MK
			DATE:	2019-01-11
			SCALE:	NTS

STANDARD DETAIL

FRONT DOOR AT GRADE

SHEET 1 OF 1

B-3