



DEVELOPMENT SERVICES

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# ALTERNATE MATERIALS, DESIGN AND METHODS REQUEST

An incomplete application may delay the review process or cause denial of the request. PERMIT NUMBER (If Submitted): \_\_\_\_\_ - \_\_\_\_\_

PROJECT NAME		
PROJECT ADDRESS		
DESCRIBE BUILDING USE		
APPLICANT NAME & ADDRESS	EMAIL	
	TELEPHONE	
REG. DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE	EMAIL	
	TELEPHONE	
PROPERTY OWNER NAME	EMAIL	
	TELEPHONE	

Has project been submitted for permit review?  Yes  No, It is understood that any approval is contingent upon submittal and review of related permits.

Summarize the Alternative Request:

Specify Applicable Code Requirements and Sections:

Summarize Justification of Equivalency:

This application shall be submitted with a detailed report and other supporting documentation demonstrating compliance with the intent of adopted code provisions. An alternate request shall include sufficient justification to determine that the material, method, or work offered for the purpose intended, is not less than the equivalent of that prescribed in adopted codes in **quality, strength, effectiveness, fire resistance, durability and safety.**

**Initial Acknowledgement:** \_\_\_\_\_ I recognize that all approved alternative materials, design, and methods are based only on the information provided at the time of this submittal. I acknowledge the Building Official is authorized to suspend or revoke approvals at any time on the basis of incorrect information provided where it is determined the conditions of approvals are not met or deviations are made in construction or design as found in the process or review or inspection.

**All alternates approved shall be noted in construction drawings as Special Conditions.**

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
APPLICANT'S PRINTED NAME

\_\_\_\_\_  
CONTACT PHONE NUMBER

\_\_\_\_\_  
FAX