

**Policy on Alternate Materials, Alternate Design and Methods of Construction**

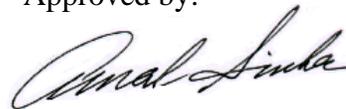
**Policy No.** SJMC 24.01.420-1-97  
SJMC 24.01.430-1-97  
**Effective:** 1992  
**Revised:** August 16, 2009\*

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Attached is the revised policy on Alternate Materials, Alternate Design and Methods of Construction, which consists of the request form as well as the conditions of approval. The Building Division is the lead agency for all requests for alternate materials, alternate design and methods of construction and interpretations to the Uniform Building, Plumbing, Mechanical and National Electrical Codes.

Initiated by:  
Amal Sinha  
Chief Plan Check Engineer  
Revised for 97 codes by:  
Larry Wang  
Chief Plan Check Engineer

Approved by:



Amal Sinha  
Chief Building Official

**\*Previous Revisions**

March 24, 1995  
January 3, 1996  
July 1, 1999  
July 1, 2002  
August 16, 2004  
February 21, 2007  
August 16, 2009



**APPLICATION FOR ALTERNATE MATERIALS OR METHODS OF CONSTRUCTION**

(Please read the attached Conditions of Approval and Disclaimer before completing the application)

**Building Fee: \$420 base fee plus \$210/hour after the first 2 hours.**

**Fire Department Fee: \$202 base fee plus \$202/hour after the first hour.**

*Submit ten copies of all documents, including plans showing the proposed alternate. All attachments must be 8 1/2" x11" or 11" x17".*

Fee Paid (Y/N) \_\_\_\_\_ Receipt Number: \_\_\_\_\_ Alternate Material Number \_\_\_\_\_ Date Logged \_\_\_\_\_

Under the authority of the CBC, CPC, CMC and CEC, the undersigned requests approval of alternate materials, alternate design and methods of construction for:

**Project Name:** \_\_\_\_\_ **Plan Check Number:** \_\_\_\_\_

**Project Address:** \_\_\_\_\_

**Occupancy Group:** \_\_\_\_\_ **Type of Construction:** \_\_\_\_\_ **Sprinklers (Y/N):** \_\_\_\_\_ **No. of Stories:** \_\_\_\_\_

**Floor Area:** \_\_\_\_\_ **Tenant Area:** \_\_\_\_\_

**Describe Use:** \_\_\_\_\_

**Subject of Alternative** (a separate form should be filled out for each alternative item):

*A brief description of the item must be included here even if additional documents are attached.*

**Code Requirement** (specify code section): \_\_\_\_\_

**Alternate Proposed** (*A brief description must be included here even if additional documents are attached*):

**Justification** (Attach copies of any reference, test reports, expert opinions, etc. The Chief Building Official may require that a consultant be hired by the applicant to perform all applicable tests, research and analysis and submit a full report of evaluation to the Building Division for consideration and approval). *A brief description must be included here even if additional documents are attached*

**Requested by:**

_____	_____
Owner Print	Owner Signature
_____	_____
Architect/Engineer Print	Architect/Engineer Signature
_____	_____
Contractor Print	Contractor Signature

**Contact Phone Number:** \_\_\_\_\_ **Architect or Engineer must wet stamp & sign** \_\_\_\_\_

Staff Findings: \_\_\_\_\_ (STAFF USE ONLY)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ STAFF: \_\_\_\_\_

APPROVAL RECOMMENDED  NOT RECOMMENDED SECTION CHIEF: \_\_\_\_\_

\_\_\_\_\_

APPROVED  DENIED  APPROVED  DENIED

CHIEF BUILDING OFFICIAL \_\_\_\_\_ FIRE CHIEF \_\_\_\_\_

(if applicable)

**CONDITIONS OF APPROVAL FOR APPLICATIONS FOR  
ALTERNATE MATERIALS, ALTERNATE DESIGN AND METHODS OF CONSTRUCTION**

Building official may approve the proposed alternate, if sufficient evidence is provided that:

- Proposed design complies with the intent of provisions of the current codes
- The material or method proposed is equivalent to code requirements in:
  1. Suitability
  2. Strength
  3. Effectiveness
  4. Fire resistance
  5. Durability
  6. Safety
  7. Sanitation

**Upon approval, all the features of the approved application (including a copy of the application) shall be incorporated to the drawings.**

**DISCLAIMER**

**Applicants for Alternate Materials, Alternate Design and Methods of Construction shall note that the approval of the proposal is based on the factual documentation provided in support of the alternate at the time of approval. If at any point during the review or inspection process, the building official notices deviations from the original application, the approval becomes null and void. At that time, the applicant has to either revert to the original proposal or file a new application based on the revised plans.**

**For Alternate Proposals processed prior to submittal of full set of plans. In these instances, the approval is only in concept. The approval needs to be validated after submittal of all construction documents.**