Please fully complete and submit two (2) copies of all documents, including plans showing the proposed alternate method and/or material. Under the authority of the 2019 CBC Chapter 1, Section (A)104.11, or CPC, Section 301.3., or CMC 302.2, the undersigned request approval of alternate materials and/or methods of construction:

**Project Name and Address**

**Permit Number**

**Occupancy Group**

**Type of Construction**

**Fire Sprinklers:** □ YES □ NO

**Number of Stories**

**Total Floor Area**

**Floor Area Per Floor**

1st

2nd

3rd

4th

**Describe the Use**

**Subject of Alternative**

**Code Requirement** (specify code edition and section):

**Alternate proposed:**

**Justification** (attach copies of any reference, test reports, expert opinions, etc. The Building Official may require that a consultant be hired by the applicant to perform test, research and analysis and submit a full report of evaluation to the Building Safety & Inspection Division for consideration and approval):

**Architect or Engineer must wet-stamp and sign below:**

Owner: (Print Name) __________________ (Signature) ______________

Architect: ______________________________ (Signature) ______________

Engineer: ______________________________ (Signature) ______________

Developer or Contractor: ______________________________ (Signature) ______________

Contact Person’s Name: ______________________________

Phone No.: ______________________________ Date Requested: __________________

**Staff Findings:**

____________________________________________________________________________

____________________________________________________________________________

____________________________________________________________________________

____________________________________________________________________________

Staff Person/Title: ______________________________

Approval Recommended (Y/N): ______________

**Building Official (Sign & Date):** ______________________________

Approved/Denied: ______________________________

Number of Hours for Review: __________

One (1) copy to applicant

One (1) copy for project file