



City of Vacaville  
Community Development  
Building Division  
**Application for Alternate Materials,  
Design, and Methods of Construction**

### **Basis for Approval**

For the Building Official and Fire Marshal or their designated agent to approve a request for modification or a request for alternate material, design, or method of construction, he/she must determine that special, individual reasons exist that make compliance with the strict letter of the Code impractical and that at least equivalency in life safety and fire protection is provided. The resulting condition must be in conformance with the intent and purpose of the Code provisions involved and that such modification does not lessen fire protection, structural integrity, or occupant safety. The applicant must provide sufficient information with this application to allow the above evaluation to be made. Granting or denial of similar requests may have occurred in the past. Please note that this will not be used as a basis for reviewing this or any other such requests.

### **Requirements for Submittals**

The applicant/design professional shall prepare a written report that describes the alternate proposal along with the applicable data listed below. For other than R-3 and R-3.1 occupancies, such report shall be prepared by a design professional licensed by the State of California:

- State specific code provisions for which alternative is requested and why request is being submitted.
- Describe by code section those provisions for which alternative is desired.
- Compare the proposed alternative versus the code requirements and define the measure of equivalency in terms of structural strength, suitability, effectiveness, fire resistance, safety, and health impacts affecting the building or user of the building.
- Demonstrate that the proposed alternative is compatible with balance of code requirements.
- When applicable, specify how authoritative consensus document(s) are used to substantiate proposal.
- Provide assumptions, references, and documentation of evaluation methods utilized. This includes intended use, input data, anticipated outputs, and limitations of computer models and other analytical tools or methods.
- Specify when and where special inspection and testing are required and the standards of acceptance for demonstrating compliance. Show how the proposed alternate, if accepted, will be identified on the job site.
- Where land use restrictions and building setbacks are required, deed restrictions may be an appropriate method to ensure continued compliance and may be required as part of the conditions of approval if granted.
- State how and where alternate proposal is incorporated within construction plans and prepare plan amendments as necessary. The design professional has the responsibility to coordinate all construction documents and ensure compatibility between documents.
- The report and design documents shall be dated, signed, and stamped by the design professional according to the plan submittal procedure.
- For alternate methods of design requests, the applicant shall set performance criteria for his design. Performance criteria shall be reviewed, amended, and approved by the Building Official prior to start of design.

## **Alternative Design Review**

The Building Official has the responsibility to review design submittals for compliance to the adopted codes and procedures. If the Building Official does not have the expertise on staff to make a thorough and competent review, the Building Official may select a consultant that possesses the necessary qualifications to perform a third-party or peer review. Cost of peer review shall be borne by the applicant.

- Verify that all applicable information and justifications listed above as requirements for submittals is received and verify that evaluation and design methods used by designer are appropriate to the alternative proposed.
- Verify products are being used in accordance with their listing conditions as required by recognized listing agencies. If not available, require documentation and/or testing to demonstrate compliance with intent of code and intended use.
- Evaluate performance of material and possible flaws that could affect performance of material in its installed state.
- The reviewer shall document that the submittal has been reviewed and accepted as meeting the alternative material, design or method of construction provisions of the code. If the Building Official is not satisfied that the applicant has met the conditions, then the applicant will be notified in writing of the applicable reason(s).

## **Inspection**

The alternate proposal as approved in the construction documents must be verified by inspection, and, where necessary, testing as follows:

- To verify that alternate materials, systems and fabricated products comply with accepted design criteria and the manufacturer's and engineer's or architect's installation procedures, inspectors should check product labeling, certification, quality assurance processes and testing, as applicable.
- When appropriate, an approved third-party quality assurance inspection and testing service may be required for periodic, continuous, or complex inspection and testing activities. This is intended to verify that construction complies with the code and the approved plans.

## **Information on Procedure for Appeal from a Determination or Action by the Building Official or Fire Marshal**

Appeal from the determination or action of the Building Official or designated agent may be made to the Building Board of Appeals. To appeal, the applicant must provide special individual reasons that make compliance with the strict letter of the Code impractical.

Appeals must be submitted to the Department of Community Development, Building Division and accompanied by the proper fee. You will be notified in writing of the appeal hearing's time and date.

## **Disclaimer**

Applicant 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 plan review or inspection process, the Building Official finds deviation from the approved alternative, the approval becomes invalid, and any changes to the approved alternative will require a new submittal by the applicant and an approval by the Building Official. For Alternate Purposes processed before submittal of full set of plans, the approval is only conceptual. The approval needs to be validated after submittal of all construction documents.

CITY OF VACAVILLE  
APPLICATION FOR ALTERNATE MATERIAL,  
DESIGN, OR METHOD OF CONSTRUCTION

REFER TO THE ATTACHED INFORMATION GUIDELINE.

Complete sections 1, 2 and 3 below.

PLEASE PRINT IN INK OR TYPE.

**FOR STAFF USE ONLY**

Application # \_\_\_\_\_  
Number of Items \_\_\_\_\_ Fee Due \_\_\_\_\_  
Distribution: Owner \_\_\_\_\_ Petitioner \_\_\_\_\_ Plan Check \_\_\_\_\_ Inspector \_\_\_\_\_ Fire \_\_\_\_\_  
Other \_\_\_\_\_

**SECTION 1: ADDRESSES** (Job Site, Owner, and Petitioner)

**SITE ADDRESS**

	OWNER	PETITIONER
NAME	_____	_____
ADDRESS	_____	_____
CITY STATE ZIP	_____	_____
DAYTIME PHONE	_____	_____
E-MAIL ADDRESS	_____	_____

**SECTION 2: REQUEST** (Submit plans, if necessary, to illustrate request. Additional sheets or data may be attached.)  Attachments

**SECTION 3: JUSTIFICATION / FINDINGS OF EQUIVALENCY / CODE SECTIONS**

Under authority of section 104.11 of the California Building code and section R104.11 of the California Residential Code, the undersigned requests approval of alternate materials, designs, and methods of construction for the project listed above.

By signing I agree submittals will be reviewed and billed at plan check engineer's current hourly rate, and I agree to pay those fees whether the request is granted or denied.

\_\_\_\_\_ PETITIONER'S SIGNATURE \_\_\_\_\_ POSITION \_\_\_\_\_ DATE

NOTE: Appeal of the determination below may be submitted to the Building Board of Appeals. A signature, statement of owner or applicant, statement of reasons for appeal, and filing fees are required. Please refer to the attached Information Guideline for the appeal procedure.

**FOR STAFF USE ONLY**

**APPLICABLE ACTION:**

- Request requires concurrence from the Fire Marshal? ..  Yes  No
- Request lessens the fire protection requirements? .....  Yes  No
- Request lessens the structural integrity? .....  Yes  No

**FOR FIRE MARSHAL USE ONLY**

- Approved  Disapproved  Written Comments Attached

\_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE

**DETERMINATION.** This request is:  Granted  Granted with Conditions of Approval  Denied

CONDITIONS OF APPROVAL:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ SIGNATURE \_\_\_\_\_ PRINT NAME \_\_\_\_\_ POSITION \_\_\_\_\_ DATE