



**ALTERNATE MATERIALS AND METHODS REQUEST**

**Planning and Building Department**  
250 Frank H. Ogawa Plaza  
2<sup>nd</sup> Floor, Suite 2114  
Oakland, CA 94612

- Request for Alternate Materials and Methods of Construction (OBC Sec. 104.11)
- Request for Grant of Modification (OBC Sec. 104.10)

REFERRED BY: \_\_\_\_\_  
(Plan Reviewer, Process Coordinator, or Inspector)

- \$ 757.35 \* GRADE II (Request during Plan Check/Field Inspection)
- \$ 1,204.88 \* GRADE III (Design stage, Pre-Permit Application)
- \$ 704.57\* GRADE I (Minimum Code deviations, Limited Staff Time – Specified by Staff Only)

**Note:** Please submit this form and one set of applicable exhibits, folded to not exceed 8.5 x 14 inches, to referring staff person along with the appropriate fees.

Application or Permit #: \_\_\_\_\_  
Project Address/APN: \_\_\_\_\_  
Scope of work \_\_\_\_\_

1. State and describe specific code section and /or code table for which an alternate material, alternate design or method of construction is requested:

Section No. \_\_\_\_\_ Table No. \_\_\_\_\_

2. Describe alternate materials, alternate design or method of construction proposed:

3. State evidence or proof that the alternate material, alternate design or method of construction proposed is at least the equivalent of that required in the current codes in suitability, strength, effectiveness, fire resistance, durability, safety and sanitation.

I understand review of such requests is on a case by case basis and results of prior similar requests will not be used as a basis for approval or denial. ***Should this request be granted, I agree to file a Hold Harmless Agreement with the Alameda County Recorder and understand approval will not be effective until filed.***

I understand that, if the Building Official denies this request, I may appeal this item to the Local Governing Body, as described in CBC 1.8.7, by making proper application and paying appropriate fees to the City of Oakland.

Respectfully submitted by: \_\_\_\_\_  
SIGNATURE DATE

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Address: \_\_\_\_\_ City/State: \_\_\_\_\_  
Phone: \_\_\_\_\_



An Alternate Materials and Methods Request is intended to mitigate a shortcoming in the design of a project with respect to an applicable code section known before or after the deficiency was identified. As such, a method for mitigating the deficiency with proof of equivalency may be presented to the Bureau of Building.

**CBC 104.10 MODIFICATIONS:** *Where there are practical difficulties involved in carrying out the provisions of this code, the building official shall have the authority to grant modifications for individual cases, upon application of the owner or the owner's authorized agent, provided that the building official shall first find that special individual reason makes the strict letter of this code impractical, the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, accessibility, life and fire safety or structural requirements. The details of action granting modifications shall be recorded and entered in the files of the department of building safety.*

**CBC 104.11 ALTERNATIVE MATERIALS, DESIGN AND METHODS OF CONSTRUCTION AND EQUIPMENT:** *The provisions of this code are not intended to prevent the installation of any material or to prohibit any design or method of construction not specifically prescribed by this code, provided that any such alternative has been approved. An alternative material, design or method of construction shall be approved where the building official finds that the proposed design is satisfactory and complies with the intent of the provisions of this code, and that the material, method or work offered is, for the purpose intended, not less than the equivalent of that prescribed in this code in quality, strength, effectiveness, fire resistance, durability and safety. Where the alternative material, design or method of construction is not approved, the building official shall respond in writing, stating the reasons why the alternative was not approved.*

**REFERRED BY** Plan Reviewer, Process Coordinator, or Inspector. Do not apply directly through the permit counter unless specifically instructed to do so by one of the persons previously listed.

<b>GRADE I</b>	(Minimum Code deviations, Limited Staff Time)	<b><i>Specified by staff only</i></b>
<b>GRADE II</b>	(Request during Plan Check/Field Inspection)	Most commonly requested as code deficiencies are most often identified during the application and/or construction phases of a project
<b>GRADE III</b>	(Design Stage, Pre-Permit Application)	Usually applied for early in the design phase of a project to get a clarification or determination where the code(s) are silent or when an anticipated code deficiency is identified early in the design process with existing buildings

**CODE SECTIONS:** Indicate specific code section and associated table(s) for which an exception is requested. Separate code sections are to be addressed under separate requests

**DESCRIPTION OF ALTERNATE METHOD OR MODIFICATION:** Provide a clear description and any exhibits (i.e. drawings, details, etc...) to identify the location and exact nature of the deficiency along with the proposed mitigations.

**EVIDENCE OR PROOF:** Provide documentation (i.e. Independent lab test results, Product listings, etc...) which clearly indicate the equivalence is being provided with respect to the code sections requesting to be excepted.

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. Should this request be granted, the owner will be required to file a Hold Harmless Agreement document, holding the City of Oakland harmless from any results and consequences of such approval. Should this request be denied, an appeal may be made to the Local Governing Body as described in CBC 1.8.7.