



CITY OF  
**FOLSOM**  
DISTINCTIVE BY NATURE

**City of Folsom**  
**Community Development/Building Division**  
50 Natoma Street  
Folsom, California 95630  
(916) 351-3555

## **PROCEDURES FOR APPLICATIONS INVOLVING ALTERNATE MATERIALS AND METHODS OF CONSTRUCTION IN BUILDING DESIGN GUIDE**

This guide is intended to provide architects and engineers with a procedure to follow when building design necessitates the use of either alternate materials or methods of construction or modifications (hereinafter referred to as “alternate” where such alternates or modifications are not addressed by the prescriptive requirements of the City of Folsom building regulations.

### **PROCEDURE**

When a design necessitates the use of an alternate, the following procedure is recommended:

- \_\_\_\_\_ 1. The design professional shall make an appointment with the appropriate Neighborhood Services staff to discuss:
  - The proposed alternate;
  - Obtaining the Department’s position on how the alternate relates to prescriptive code requirements; and
  - Review and confirm the necessary elements of the alternate design submittal.
  
- \_\_\_\_\_ 2. The design professional shall make a written request to the Chief Building Official (using the Alternate Materials and Methods of Construction Request Form) for formal review of the alternate. A minimum fee of \$140.00 will be due at the time of submittal to cover the cost of the review:
  - a. Discussion of the specific building code requirements for which the proposed alternate is being requested. Include the reason why the code requirements should not or cannot be met.
  
  - b. Explanation of how equivalency is obtained and comparison to the applicable code requirement by the proposed alternate in terms of:
    - Structural strength
    - Effectiveness
    - Fire resistance
    - Safety and/or health
    - Assessment of the impact on the building and/or occupants
  
  - c. Assessment of the degree to which the proposed alternate is compatible with all other applicable building code requirements.

- d. Explanation of how an authoritative document(s) substantiates the proposal.

**NOTE:** *An authoritative document contains state-of-the-art knowledge on a particular subject and is promulgated by means of an open consensus process or a review by professional peers conducted by recognized authoritative professional organizations or governmental agencies. Research papers, theses, and other technical papers representing individuals' opinions that are not, or not yet, widely accepted would not be considered authoritative documents.*

- e. Summary of all assumptions, references, and documentation of evaluation methods used. This information must include:
- Intended use
  - Input data
  - Anticipated outputs
  - Limitations of computer models
  - Other Analytical tools or methods
- f. Explanation of when and where special inspections 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.
- g. Explanation of how the alternate will be recognized as such in future years, and thus remain a necessary part of the building construction.

**NOTE:** *Where land use restrictions and building setbacks are required, deed restrictions may be an appropriate method to ensure continued compliance.*

- h. Summary of how and where the proposed alternate is incorporated within construction plans.
- i. Set of appropriate plan amendments.
- j. Report and all related documents must be dated, signed and stamped by the design professional according to the Department's plan submittal procedure.

## **2RESPONSIBILITES OF THE DESIGN PROFESSIONAL**

In this review process for an alternate, the permit applicant's design professional has the responsibility for:

1. Research and providing the Department with information sufficient to clearly show that an alternate is at least equivalent to materials/methods permitted by City of Folsom and the California Building Code regulations.
2. Providing the Department with a timely submission of information as early in the building permit process as possible.
3. Providing information regarding the alternate on the drawings in a manner which conforms to the manufacturer's installation instructions.
4. If notified by the builder that the alternate cannot be installed in accordance with the approved plan, correcting the situation with the approval of the Department.
5. Coordinating all construction documents to ensure their compatibility.