



**COUNTY OF LOS ANGELES
FIRE DEPARTMENT
FIRE PREVENTION DIVISION**

Date: _____

10/01/20

**REQUEST FOR MODIFICATIONS OR ALTERNATE MATERIALS AND
METHODS REVIEW**

*Building Code Sections 104.2.7-Modifications and 104.2.8-Alternate Materials, Design, and Methods of Construction
Fire Code Sections 104.8 – Modifications and 104.9 – Alternate Materials and Methods*

SECTION 1 – APPLICANT

INSTRUCTION: Applicants are Project Owners or Owner's designee (with written authorization from Project Ownership accompanying this form). Please complete SECTION 1 and submit this form and all supporting documents (building plans, calculations, specifications, test reports, etc.) to the applicable Fire Prevention Engineer or Fire Inspector for review of this document. An Alternate Materials and Methods Review fee is required upon submittal and prior to the review.

Project Address: _____ APN: _____

City: _____ Incorporated ☐ Unincorporated Area ☐

Owner: _____ Applicant's Name: _____

Owner's Address: _____

Applicant's Contact Phone Number: () _____ Applicant's Email: _____

Plan-check Number: _____ Fire Prevention Office: _____

Type of Construction: _____ Occupancy: _____ Stories: _____ Fire Sprinklered? ☐ YES ☐ NO

Is this referral for:

- ☐ Modifications ☐ Alternate Materials ☐ Alternate Methods of Construction
or Protection

Project description:

Modification Request - Explain the practical difficulties involved in carrying out the provisions of the Code and proposed application. –OR– Alternate Request - Explain the materials, designs, or methods of construction not specifically prescribed in the Code and proposed application. (Attach additional documents as necessary):

Applicable Code References: (List all applicable Code Sections)

Justification – Demonstrate conformity and equivalence with that prescribed in the Code.
(Attach additional documents as necessary):

SECTION 2 – FIRE PREVENTION UNIT SUPERVISOR

INSTRUCTION: Please verify Alternate Materials and Methods Review fee is paid. Ensure the submittal package is complete and all pertinent information is included. Complete SECTION 2 and forward this form and all supporting documents to Engineering Section Chief.

Reviewed By: _____ Date: _____
(print name)

Comments: _____

SECTION 3 – SECTION CHIEF

Reviewed By: _____ Date: _____
(print name)

Comments: _____

SECTION 4 – FINAL DETERMINATION: This request is:

☐ **APPROVED** (Provide Conditions of Approval, if any) **APPROVED BY:** _____
(print name)

☐ **NOT APPROVED** (Provide comments, if any) **NOT APPROVED BY:** _____
(print name)

Comments: _____

IF APPROVED, ROUTE TO: City Building Official, in the City of: _____

SECTION 5 – USE

INSTRUCTION: To Contractors: Conditions of approval must be incorporated into the plans by attachment to the plans or electronically scanned into future plan submissions. All Approvals must be presented to Department Inspectors at the time of the project inspection.