



DIVISION OF BUILDING SAFETY

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**OPERATIONAL PROCEDURE
#OP 08-002**

Issued: October 13, 2008

Effective: October 13, 2008

To: All Chief Inspectors and Chief Plans Examiner

From: Alan C. Plante, CBO, Building Official

Through: Robert C. Olin, Manager

Subject: **Alternate, Materials, Design and Methods of Construction (AMDMC)**

Purpose: To establish uniform guidelines for the submittal and review of AMDMC.

Procedure: To establish minimum submittal requirements and the personnel responsible when a request for AMDMC is submitted.

SECTION ONE

Submittal shall:

1. Be in writing from the Architect and/or Engineer of record (signed, sealed and dated documents only).
2. Be addressed to the Building Official and Fire Official when applicable.
3. Reference that the request is being made in accordance with section 104.11 Alternative Material, Design and Methods of Construction (AMDMC) of the Florida Building Code and section 1.4.3 Equivalent Compliance of the Florida Fire Prevention Code NFPA 101 and shall reference the code and code section(s) for which the AMDMC is requested.
4. Provide the justification and an equivalency determination from the architect and/or engineer for the request.
5. Be accompanied by supporting documentation showing equivalency to the code and code section(s) referenced.

SECTION TWO

Staff Responsibility:

1. Request for AMDMC shall be forwarded to the Building Official for an initial overview and dissemination to the respective Chief Inspectors/ Chief Plans Examiner.
2. Chief Inspectors/Plans Examiner shall review the request for AMDMC and provide the Building Official with a written recommendation.
3. Building Official will review the submittal along with the recommendation from the Chief Inspectors/ Plans Examiner and render a final determination.