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BULLETIN 2000-063-AD

*Revised June 18, 2015*

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## ALTERNATIVE SOLUTION PROPOSALS AND ACCEPTANCE OF EXISTING CONDITIONS WITH MITIGATING FEATURES

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This bulletin is intended to address requirements for all requests for Alternative Solutions (to be printed on pink paper) and acceptance of existing conditions with mitigating features (to be printed on green paper). In order to provide efficient processing, it is necessary that all requests contain sufficient information and/or documentation for review by City staff.

1. All requests must be submitted on the appropriate forms available on the City's website at: <http://vancouver.ca/home-property-development/alternative-solutions.aspx>.
2. For information on alternative solutions intake and processing refer to Bulletin 2011-004-AD on the City's website at: <http://vancouver.ca/files/cov/bulletin-2011-004-AlternativeSolutions.pdf>.
3. The request forms must include the following information:
  - **Applicant information**  
Provide the following contact information for the person responsible for the preparation of the request: name of person proposing the request, name of firm, address, phone number, and e-mail address.
  - **Code Reference(s) and Summary of Deviation(s) from Vancouver Building By-law**  
Provide code reference(s) related to the request as well as a brief summary of the deviation(s) sought from the By-law. Generally, a separate request form should be submitted for each Building By-law deviation.
  - **Project Description**  
Provide a brief description of the proposed project. The project description should include general project information such as building area, building height, occupancy classification(s), fire protection features (sprinklers, fire alarm, standpipe, etc.) and type of construction.
  - **Objectives(s) of the Vancouver Building By-law Requirement(s)**  
Identify the attributed Objective and Functional Statement(s) of the Vancouver Building By-law requirement from which alternative solution or acceptance of an existing condition is sought.
  - **Summary of Mitigating Features**  
Provide a concise list of all compensatory and mitigating features for request.
  - **Supporting Technical Analysis**  
Clearly provide adequate technical analysis to validate the request in accordance with Section 2.3. of Division C of the Vancouver Building By-law. If necessary, the analysis may be continued on a separate page. All supporting documentation such as test reports and/or code reports should be noted in the analysis and attached to the request form.

**4. CODE REPORTS:**

All requests for fire safety Alternative Solutions based on fire protection engineering practice shall be accompanied by a detailed code report prepared in accordance with Section 2.3. of Division C, of the Vancouver Building By-law. The code report shall include the following:

- a) a thorough description of the building,
- b) an analysis of the building identifying all deviations from the requirements of the Vancouver Building By-law,
- c) an outline of the life safety principles used for the alternative solutions and their rationale based upon NRC fire research reports and other approved agencies where applicable,
- d) recommendations for alternative solutions instead of requirements of the Vancouver Building By-law,
- e) an evaluation of the recommended alternative solutions based upon generally recognized studies,
- f) evidence of reliable performance for the alternative solutions,
- g) a method of monitoring the design of all alternative solutions, and
- h) a commitment to perform sufficient field review of the alternative solutions.

**5. NUMBER OF COPIES:**

Submissions shall include one (1) copy of the request form and one (1) copy of the supporting documentation and/or code report.

**6. FEES:**

An up-to-date list of current fees may be found on the City's website at:  
<http://vancouver.ca/home-property-development/alternative-solutions.aspx>.

**7. PROFESSIONAL SEAL:**

All requests for Alternative Solutions/acceptance of existing conditions with mitigating features, requiring application of fire protection engineering principles on complex buildings, shall bear the seal and signature of the appropriate design professional or code consultant responsible for its preparation and submission. It is also required that the design professional(s) responsible for providing assurance(s) of Code compliance to review the requests for acceptance of alternative solutions/existing conditions with mitigating features and support the application.

**8. REFUSAL OR ACCEPTANCE:**

Refusal or acceptance of any requests for acceptance of an Alternative Solution/existing conditions with mitigating features is at the sole discretion of the Chief Building Official or designated Deputy and shall extend only to the building under consideration. Acceptance of a request shall in no circumstance be construed as creating any precedent or obligation for its acceptance on subsequent projects.

**9. REFUSAL:**

Once refused, the request may not be resubmitted. If the concerns triggering the refusal can be adequately addressed, a subsequent request, accompanied by the required fee, may be submitted addressing these concerns. If this subsequent request is refused, no further request on the subject will be considered. (Please refer to item 12 for further information related to refusal of a request for alternative solution/acceptance of existing conditions with mitigating features).

**10. CONSTRUCTION:**

Approved requests for acceptance of an Alternative Solution/acceptance of existing conditions with mitigating features shall be maintained on site with the accepted plans. No construction

requiring approval of requests shall be commenced prior to obtaining approval on the required form. Such construction may result in a Stop Work order being placed on the project.

**11. MULTIPLE REQUESTS:**

For projects with multiple requests, problems at final inspection have been encountered in identifying sign-off of all Alternative Solutions. Accordingly, the summary sheet is to be submitted with multiple requests and updated for inclusion in the final CP or CRP occupancy submission. (Please see item 1 for application forms.)

**12. REVIEW PANEL:**

Requests for which there is a difference of opinion on acceptance or contentious requests which require establishment of a policy will be forwarded to the City's Review Panel. This panel will review contentious requests and hear appeals for refusals. The applicant responsible for the preparation of the requests may be invited to attend the Review Panel in order to present his/her request. Members of the panel will include the Chief Building Official or Deputy, the Manager of Building Review Branch or Inspections Branch, and a Building Policy Engineer or other appropriate technical (City) resource person. Depending on the nature of the request, other technical resource members may be invited to provide comments at the Review Panel. It is also intended to invite representation on the panel from AIBC and APEGBC. Please refer to item 6 for Review Panel fees.

(Original signed by)

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