Guideline H.02 – Appeals

H.02.1 PURPOSE

The purpose of this guide is to provide direction for appealing decisions or code interpretations made by the fire prevention staff.

H.02.2 SCOPE

The Fire Code creates a Board of Appeals to determine the suitability of alternate materials and methods and to provide for reasonable interpretations of the provisions of the Fire Code and its associated standards. The Board of Appeals created to hear and decide on fire prevention matters is the *Building and Fire Board of Appeals of the City of Newport Beach*.

H.02.3 PROCEDURE

Prior to an appeal to the Board, a request for the approval of alternate methods and materials must first be submitted to the Fire Chief or his designee for review (See NBFD Guideline H.01).

An appeal may also be requested if an applicant disagrees with a code interpretation by the Fire Chief or his designee.

SUBMITTAL PROCESS

- 1 The applicant shall complete the attached Building and Fire Code Board of Appeals application.
- 12 copies of the completed application and any supporting material, along with the appropriate fee must be submitted to the Newport Beach Building Department Administrative Assistant at least four weeks in advance of a Board's scheduled hearing.



BUILDING AND FIRE BOARD OF APPEALS

APPLICATION FOR:

lue APPEAL \lue ALTERNATE MATERIALS AND METHODS

City of Newport Beach

Fire Department

100 Civic Center Drive, Newport Beach, CA 92660 (949) 644-3106

| Application is hereby made for an or interpretation of the Fire Chief a | | | Appeal of decisions, determination as provided in Section 103.1.4 | | Accepted By: |
|--|---|------------------------|--|-------------------------------|--------------------|
| | of the California Fire Code. | | | Case No.: | |
| _ | Application is hereby made for Alter | | ternate Materials an | nate Materials and Methods | |
| | as provided in Section 103.1.2 of the California Fire Code. | | | | Date: |
| | | | ation (12 copies) mu oring to be considered | | o later than four |
| | EASE PRINT IN ase attach addition | | L INFORMATION (I | ^r more space is re | equired for reply, |
| Bui | Iding Owner: | | | Phone: | |
| Ow | ner's Address: _ | | 0.11 | | |
| | S | treet | City | State | Zip |
| Cor | ntact Person or A | applicant (if other th | nan owner): | | |
| | | | _ Phone: | | |
| Ado | dress: | | | | |
| | S | treet | City | State | Zip |
| Add | dress or location | of property, which | is subject of the requ | est: | |
| | scription of projed mber if applicable | | operty referenced abo | ve. Provide perr | nit or plan check |
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| | | <u> </u> | | | |



CITY OF NEWPORT BEACH

COMMUNITY DEVELOPMENT DEPARTMENT

LIFE SAFETY SERVICES

GUIDELINES AND STANDARDS

| Has a documentation of unreasonable hardship been filed? | YES_ | NO |
|---|-----------------|--------------------------|
| If YES, please attach a copy of that request and result if app | licable. | |
| Cite specific Article and Section of the Uniform Fire Code of materials or methods is being requested. Attach two copi diagrams. [One full size set and 12 sets no larger than 8 ½" | es of all | |
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| State the action you are appealing and the date of the action methods proposed. | on OR th | e alternate materials or |
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| Justification: State reasons for your appeal OR alternate Attach additional sheets if necessary. | material | s or methods request. |
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| | | |
| Owner/Applicant Signature: | Dat | e: |
| Receipt No. and Stamp | | |