

# GUIDELINES FOR Code Modifications



## OVERVIEW

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The Code Official is authorized to grant modifications from the requirements of the Construction Codes (Title 12 of the District of Columbia Municipal Regulations (DCMR)) under 12A DCMR 104.10 upon the Code Official's evaluation of a requested modification and finding that for the requested modification:

- (1) "Practical difficulties" would result from carrying out the provisions of the Construction Codes;
- (2) Special individual reasons make the strict letter of the Construction Codes impractical;
- (3) The requested modification is in compliance with the intent and purpose of the Construction Codes; and
- (4) The requested modification does not lessen health, accessibility, life and fire safety, or structural requirements.

The final decision of the Code Official to grant or deny a requested modification must be in writing and will be officially filed with the permit application in DCRA's permanent records. **Any verbal waiver or verbal permission to deviate from or violate any provision of the Construction Codes is null and void.**

## APPLICATION REQUIREMENTS

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- To request a modification, applicant must complete and submit the DCRA Construction Code Modification Application.
- The Modification Application must include a registered design professional's seal unless the applicant can demonstrate **to the satisfaction of the Code Official** that the requested modification does not affect a technical, structural, fire safety or design requirement, or any requirement affecting the public health, safety or welfare, or involving the practice of engineering.
- Pay the review fee of \$192.50

**Properties in Flood Hazard Areas:** Requested modifications for these properties must satisfy additional criteria under 12-A DCMR 104.10.1 and may require review by the Department of Energy & Environment (DOEE). The Flood Insurance Rate Map (<http://ddoe.dc.gov/floodplainmap>) shows the flood hazard areas, with additional information at (<http://ddoe.dc.gov/service/flood-risk-maps>) or from DOEE's Watershed Protection Division, Technical Services Branch, at (202) 535-2240. Variances from the Flood Hazard Rules under 20 DCMR 3108 must be requested with this Modification Application.

**Note:** The DCRA Request for Approval of Alternative Materials, Equipment, Methods of Construction and Design form must be used for requests seeking relief under 12A DCMR 104.11.

## REVIEW PROCESS

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Modification Applications will be reviewed by the relevant Division Chief before the final review by the Chief Building Official. The review requires a minimum of 15 business days, and more time for flood hazard properties.

Publications, forms and other useful information can be found online at:

**[www.dkra.dc.gov](http://www.dkra.dc.gov)**

1100 4<sup>th</sup> Street SW, Washington DC 20024 - Permit Operations Center, 2<sup>nd</sup> floor

Hours of Operation: Mon, Tues, Wed & Friday: 8:30 am - 3:30 pm; Thursday: 9:30 am - 3:30 pm