5-POINT CRITERIA USED TO CREATE GUIDELINES OR POLICIES

Section 104.2.1.1 authorizes the building official to create and enforce guidelines and policies which would safeguard life, limb, health or property. All such guidelines and policies shall comply with the following criteria:

1. **Clarify the Application of the Code.** Based on Section 104.2.1, which states, "The building official shall have the power to render interpretations of this code ... in order to clarify the application of its provisions. Such interpretations ... shall be in conformance with the intent and purpose of this code." The Building Official will provide interpretations of the Code in writing.

2. **Clarify the Application of State Amendments.** To provide written interpretations of the application of the State agency Code Amendments and to communicate Code clarifications provided to the Building Official by State agency.

3. **Define Supplemental Provisions.** To create supplemental provisions that define the general requirements of the Code. **Example:** The code requires reduction of airport noise for buildings located near or adjacent to airports per Section 1207.11.3, but does not provide a method in which to accomplish this, therefore, a need for a guideline (BCM) that provide minimum prescribed construction standards is necessary.

4. **Identify provisions by subject matter.** To summarize all the requirements of a particular subject matter that can be found in several different sections of the code or found in other codes. **Example:** What are the construction requirements of a new balcony for a dwelling unit in an existing apartment house building? The balcony is required to comply with the requirements of Chapter 34 for existing buildings and the projection requirements of Chapter 7, construction requirements of Chapters 6, 7A and 14 and the sprinkler requirement of Section 903.3.1.2.1. All these requirements are scattered throughout the Code and creates a need to establish a guideline or policy (BCM).

5. **Emphasize provisions.** To emphasize new or important (seldom seen) Code provisions or interpretations of the Code to fit new methods of construction or use of buildings, a new or revised guideline or policy shall be established to aid staff and the public. **Example:** Occupied roofs (roofs with swimming pool, recreational areas, roof garden...etc.) are not specifically addressed in the code, but certain code requirements apply for occupied roofs and the safe use of occupied roofs, such as; exiting requirements of Section 1004.8; maximum height (stories or feet) allowed per type of construction and occupancy group per Section 503.1 and Table 503; structural design per Section 1604.1 and Table 1607.1 (Item 30).

Supersedes BCM 104.2.1.1 Article 1 dated 06-04-09