

BUILDING CODE MODIFICATION REQUESTS (BCMR)

Modifications to the building codes must be properly applied for, documented, substantiated, and reviewed and either accepted or rejected by the Building Official.

The owner or owner's authorized agent shall complete the application filling out all fields and descriptions. In the case of a project requiring the services of a State of Tennessee architect or engineer, the application must be completed by the licensed architect or engineer and be signed and sealed in accordance with Tennessee State Board of Architectural & Engineer Examiners Rules of Professional Conduct.

- All requests shall include *all supporting documentation, drawings, diagrams, interpretations, examples, calculations, test reports, etc. to justify the request.*
- Seismic requests must include the ASCE 7 Hazard tool, found at <https://asce7hazardtool.online/>

Upon receipt of a BCMR, City staff will gather to discuss the merits of the request, whether the request meets the intent and purpose of the Code, and determine whether the health, accessibility, life and fire safety or structural requirements have not been reduced or harmed. The Building Official will either approve, reject or ask that the applicant revise the request. The response will be sent to the person completing the form.

Complete BCMR (including supporting documentation) shall be submitted via email to bldginspections@knoxvilletn.gov Multiple requests must be submitted separately with appropriate documentation for that request. Vague, incomplete or multiple requests submitted at once will be returned for resubmission.



CITY OF KNOXVILLE

BUILDING CODE MODIFICATION REQUEST

- Fill out the form completely. If you do not have a Plan/Case/Permit Number, please provide the address.
- **Email this form and supporting documentation to bldginspections@knoxvilletn.gov**
- **Incomplete requests will be returned for resubmission.**

DATE: _____ PLAN/CASE NUMBER: _____
 PERMIT NUMBER: _____
 ADDRESS: _____

I _____, on behalf of _____
 Request a modification to the International Building Code in accordance with the City of Knoxville Ordinance #O-180-2018, Section 104.10.

Describe the Modification Request in detail:

Signature: _____
 Print Name: _____
 Email Address: _____
 Phone Number: _____

----- FOR OFFICE USE ONLY -----

Request Approved Request Denied Provide Additional Information

Notes:

Signed: _____, Building Official

Office Tracking Number: _____