



# BUILDING CODE SERVICES ADMINISTRATIVE GUIDELINE

**Number:** BD-007

**Title:** Proposed Changes Variance to District Standards

**Revision Date:** 8/14/24

**Approved By:** Mark Lodge, Director

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## PROPOSED CHANGES/VARIANCE REQUEST DISTRICT STANDARDS

Name:

Date:

Department/Company:

E-mail Address:

Telephone:

Type of Request:

DDC Change:

DDC Variance:

DMS Change:

DMS Variance:

Reason for Request:

Cost savings:

Installed in error:

V.E. Suggestion:

Current Project:

Future Project:

If Variance Request, provide:

Project Name

Project Number

Existing Requirement:

Section Number:

Proposed Change:

Reason or Benefit:

Cost Benefit:

Other information

Attach copy of Architect/Engineer's recommendation.

Attach copy of recommendation from District Senior Project Administrator for the project

Attach copy of back up information.

Email to Marisa-Ann Gedeon, Manager, Building Code Services, at [marisa-ann.gedeon@palmbeachschools.org](mailto:marisa-ann.gedeon@palmbeachschools.org) with any back-up information.