Department of
Licenses and Inspections
C I T Y O F P H I L A D E L P H I A

Appeal for Variance, Alternative Materials, and Construction Methods
Board of Building Standards

Type of Appeal
Select the appeal type.

1

☐ Permit Refusal*   ☐ Violation*   ☐ Product Approval

* A copy of the permit refusal or violation notice must be attached with this form.

Application/Violation Number
Provide the number listed on the notice of refusal or notice of violation.

2

Number _____

Property Address
Provide the address of the property in question.

3

Address _____

Property Owner
Identify the deeded property owner.

If there was a recent change of ownership, documentation will be required.

4

Name _____

Address _____

Email _____   Phone | | | | | | | | | |

Appellant
Identify who is filing the appeal.

5

Name _____

Address _____

Email _____   Phone | | | | | | | | | |

Reason for Appeal
Select the reason that best describes why an appeal is being filed.

6

☐ Intent or rules of the code interpreted incorrectly.

☐ Provisions of the code do not fully apply.

☐ Equally good or better construction is proposed.

Additional Information
Describe an alternate interpretation or hardship/extraordinary conditions making compliance impractical.

Describe provisions for protection of public safety meeting the intent of the code (required if proposing equivalent or better construction).

7

_____

_____

_____

_____

_____

Declaration & Signature

I certify that I am familiar with the subject building and that the information provided herein is true and factual, and that I am the owner or am authorized by the owner to act on their behalf on this appeal.

Appellant Signature:_____   **Date:**_____/_____/_____

OFFICE USE ONLY				
CASE NUMBER:	APPEAL DATE:	HEARING DATE:	HEARING TIME:	APPEAL FEE:

A_001_F