

The University of Utah as a State of Utah Agency is required to comply with the adopted Construction and Fire Codes listed in Title 15A of the Utah Code. In accordance with the International Building Code, the building official is to review and approve the construction documents and issue a permit (**2018** IBC Section 107.3). Once the construction documents are stamped by the building official as “Reviewed for Code Compliance” and the permit is issued, construction may commence and will be inspected as requested by the permit holder to ascertain compliance with the provisions of the code (**2018** IBC Section 110.1).

During the course of construction, various changes to the scope of work typically occur. These changes include **Addenda, Request for Information (RFI), Architect Supplemental Instructions (ASI), Construction Change Directives (CCD), Proposal Request (PR), and Change Orders (CO)**. *Changes to the approved contract documents should not come from submittal reviews.* Additionally, as a condition listed on the approved set of construction documents, deferred submittals are required to be reviewed by the building official or his delegated representative. All these changes are to be handled in a very specific manner because of the potential that the changes may have certain code compliance requirements.

The code stipulates that any change to the code approved set of construction documents are to be resubmitted to the building official for review and approval (**2018** IBC Section 107.4). However, it would seem unreasonable to require every change to a project during construction be approved by the building official. Some changes are not significant nor do they *materially alter* the approved construction documents. **Provided the changes do not materially alter compliance with the code, resubmittal to the building official would not be required.**

For the purposes of this Code Instruction, “*Materially Alter*” is defined as any change, alteration or modification to the code approved construction documents, as determined by the building official, in accordance with **Chart 1**, or that causes the project to be in noncompliance with the adopted codes of Utah, or causes an unreasonable risk to the health, safety, and welfare of the building occupants and the public.

In accordance with the requirements of the code, once the Registered Design Professional in Responsible Charge (RDPRC) has determined that a material alteration to the code approved documents is anticipated, an amended set of construction documents shall be resubmitted to the building official for approval. The changes are not to be incorporated until approval is given by the building official (**2018** IBC 107.4). The following outlines the procedure for resubmittal of an amended set of construction documents:

- The RDPRC shall submit the specific changed PDF documents sealed and signed by the appropriate design professional as a “Code Review” task in Unifier.



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- Once reviewed and approved, the building official will stamp the documents as “Reviewed for Code Compliance” or acknowledge code compliance.
- Approved documents will be returned to the RDPRC for distribution.

**Chart 1** identifies various changes to projects during construction which require resubmittal documentation for code review and approval by the building official. **Chart 1** is not representative of every possible change which could occur. **Chart 1** should be considered as a basic guideline for the (RDPRC), contractors and project managers to determine resubmittal requirements.

**CHART 1**

**Changes during Construction - Requirements for Code Compliance Submittal**

Item Number	Change Item	Submittal Required	Submittal Not Required
1.	All Deferred Submittals & Delegated Design	X	
2.	All changes which require structural engineering calculations	X	
3.	Clarifications or interpretations by RDPRC		X
4.	Construction means and methods by contractor		X
5.	Temporary power connections, temporary air handlers, temporary bulk oxygen tanks, temporary shoring supporting an existing building, temporary exiting from an existing building	X	
6.	RFI's, ASI's and Substitutions for equipment, products, materials which have not been part of the code approved construction documents	X	
7.	Relocating or deleting electrical receptacles and switches which do not create a non-compliant condition		X
8.	Final routing configurations of ducts, conduits, pipes, etc. where shown diagrammatically on the code approved construction documents, provided the routing has no code requirements such as seismic bracing, penetrations of smoke or fire rated assemblies, or other modifications which affect code compliance		X
9.	Dimensional changes to rooms or other building components that do include changes to structural components, fire or smoke rated assemblies, or minimum room requirements of the codes	X	
10.	Relocation of doors, windows, electrical switches and receptacles, plumbing fixtures, etc. that alters code required minimum dimensions or opening fire resistance rating requirements	X	
11.	Relocation or reconfiguration of casework, shelving or other fixed furnishings & equipment which use approved anchorage details and do alter code required minimum dimensions for access or structural loading	X	

12.	Door hardware changes which require electromagnetic locking or egress controlled systems	X	
13.	All changes to fire or smoke resistance rated assemblies which involve openings or penetrations not shown on the code approved construction documents	X	
14.	Modifications to site grading, curbs, parking or sidewalks which affect accessibility, emergency access, or building occupant exit discharge requirements	X	
15.	Changes to the fire water main lines	X	
16.	ASI's which clarify missing or conflicting information on the code approved construction documents which do cause a change to the design intent or code requirements	X	
17.	Changes to clearance requirements between new and existing site utility lines, such as modifications to inverts that reduce slope of drain below minimum requirements	X	
18.	Trenching immediately adjacent to structural footings	X	
19.	ASI's clarifying finish materials that do not conflict with IBC requirements		X
20.	Deletion of any smoke/fire dampers	X	
21.	Reclassification of horizontal or wall assemblies which affect the fire resistance ratings	X	
22.	Changes to the fire sprinkler system which affect the hydraulic calculations	X	
23.	Changes to the air balance or air flow of any building space which result in a non-compliant condition	X	
24.	Relocation of supply or return or exhaust registers which do not create a non-compliant condition		X
25.	Changes to temporary fire-resistance rated partitions	X	
26.	All changes to the code approved construction documents which affect compliance with IBC Chapter 11 requirements	X	
27.	Relocating electrical receptacles and switches which do not create a non-compliant NEC requirement		X
28.	Changes to equipment which do change design intent to the code approved construction documents	X	
29.	Changes to electrical equipment or drawings resulting in a non-compliant code condition	X	
30.	Modifications to proprietary or manufactured items which do not create a non-compliant condition		X