



City of Burbank - COMMUNITY DEVELOPMENT DEPARTMENT

BUILDING DIVISION

ACCESSIBILITY HARDSHIP REQUEST

ACTIVITY NO. BS _____

THIS IS AN APPLICATION FOR UNREASONABLE HARDSHIP EXCEPTION FROM CALIFORNIA TITLE 24 DISABLED ACCESSIBILITY STANDARDS FOR EXISTING BUILDINGS OR STRUCTURES. WORK IS NOT AUTHORIZED UNTIL THE APPLICATION HAS BEEN APPROVED AND ALL FEES HAVE BEEN PAID. ACCESSIBILITY HARDSHIP REQUEST IS TO BE SENT TO THE CITY OF BURBANK BUILDING & SAFETY BUILDING OFFICIAL FOR AUTHORIZATION

JOB ADDRESS			UNIT/FLOOR	
OWNER	DESIGNER	PHONE	CONTRACTOR	
PHONE	ARCHITECT		STATE LICENSE	CITY REG. NO.
ADDRESS	PHONE	LICENSE NO.	PHONE	
CITY/STATE/ZIP	ENGINEER		ADDRESS	
TENANT	PHONE	PHONE	LICENSE NO.	CITY/STATE/ZIP

DESCRIPTION OF PROJECT:

ACCESSIBILITY IS REQUIRED TO BE PROVIDED TO THE FOLLOWING AREAS:

APPLICANT REQUESTS THAT ACCESSIBILITY NOT BE PROVIDED TO THE FOLLOWING AREAS:

A. TOTAL PROJECT CONSTRUCTION COST:

B. COST OF PROVIDING ACCESS TO EXSTING PORTION OF BUILDING:

C. PERCENTAGE OF TOTAL CONSTRUCTION COST (B/A):

D. COST OF PROPOSED ACCESSIBILITY:

E. PERCENTAGE OF TOTAL CONSTRUCTION COST (D/A):

DESCRIPTION OF EXISTING ACCESSIBILITY FEATURES:

DESCRIPTION OF ACCESSIBILITY FEATURES TO BE PROVIDED TO EXISTING PORTION OF BUILDING:

AREAS OF BUILDING NOT PROVIDED WITH ACCESSIBILITY:

AREAS OF BUILDING PROVIDED WITH ACCESSIBILITY:

CERTIFICATION

DATE: _____ SIGNATURE OF APPLICANT: _____



BUILDING DIVISION

ACCESSIBILITY HARDSHIP REQUIREMENTS

Step for submitting Accessibility Hardship Form:

1. Hardship form is to be downloaded from www.burbankca.gov.
2. Hardship form is to be completed.
 - a. All sections are to be filled out.
 - b. Provide contractors construction cost invoice.
3. Hardship form is to be emailed to [plan check engineer](mailto:plancheckengineer@burbankca.gov) and copied to rfreesland@burbankca.gov.
4. Hardship form will be reviewed by the Building Official.
5. Upon decision, the Building Official will provide response to applicant.