



**APPENDIX C
CODE CHANGE PROPOSAL
NORTH CAROLINA
BUILDING CODE COUNCIL**

322 Chapanoke Road, Suite 200
Raleigh, North Carolina 27603
(919) 661-5880
Code Change Proposal
Petition for Rule Making

Item Number _____

Granted by BCC _____

Adopted by BCC _____

Approved by RRC _____

Denied by BCC _____

Disapproved by BCC _____

Objection by RRC _____

PROPONENT _____ PHONE (____) ____ - ____.
REPRESENTING _____
ADDRESS _____
CITY _____ STATE _____ ZIP _____
E-MAIL _____ FAX (____) ____ - ____.

North Carolina State Building Code, Volume _____

Section _____

CHECK ONE: Revise section to read as follows: Delete section and substitute the following.
 Add new section to read as follows: Delete section without substitution.

LINE THROUGH MATERIAL TO BE DELETED

UNDERLINE MATERIAL TO BE ADDED

Type or print. Continue proposal or reason on plain paper attached to this form. See reverse side for instructions.

Will this proposal add to the cost of construction? Yes No

Explain total economic impact for added cost or savings in REASON.

Provide a fiscal analysis of any increase (or decrease) in cost.

REASON:

Signature _____

DATE: _____

FORM 1/1/06

INSTRUCTIONS

Each proposed code change request shall comply with the following rules:

Rule 1: Twenty-one (21) copies of the proposed Petition for Rule-making along with supporting documentation shall be filed with the Building Code Council Secretary.

Rule 2: The filing shall be received by the first day of the month prior to the quarterly scheduled meeting date.

Rule 3: Each request shall be legibly printed, typewritten, or copied on this form and shall contain the following:

- (1) The proposed rule change must be set forth in full and contain explicit reference to the affected section or sections of the code.
- (2) The request shall state the reasons for the proposed rule change with supporting documentation.
- (3) The proposed rule change shall comply with the standards set forth in GS 143-138(c) and reference to the particular standards shall be set forth in the request for the amendment.
- (4) The proposed rule change shall contain an economic impact analysis as required by GS 143-138(a).

Rule 4: When a request is improperly filed or not in accordance with all the rules listed above, the Building Code Council Secretary shall reject the submittal and notify the applicant of the proper procedure to follow.

Rule 5: Upon the proper filing of a request, the Building Code Council Secretary shall forward one copy of said request to each council member prior to the scheduled meeting date. Persons filing proposed

petitions are hereby notified of the place and time of the scheduled hearings. The Building Code Council Secretary shall cause to be published the notice of public hearing as specified in GS 143-138(a).

Rule 6: The Council shall either grant or deny the proposed Petition for Rule-making at the meeting following receipt of the proposed rule change. The Council will take no further action on items that are denied. Granted items may be referred to committee for review.

Rule 7: The council will hold a public hearing on granted items at the next quarterly scheduled meeting. The council will take final action on granted items at the next quarterly scheduled meeting after the public hearing.

Timeline Example	
Petition Received:	February 1, 2005
Petition Granted:	March 8, 2005
Notice of Hearing Published:	April 15, 2005
Hearing Held:	June 13, 2005
Committee Review:	July - August 2005
Final Adoption:	September 13, 2005
Rules Review Hearing:	November 17, 2005
Approved:	December 1, 2005