

# **NOTICE:**

**This document is intended for:**

- **Those persons at BYU-Idaho that manage projects to assure that the standards and procedures outlined in this manual are implemented in the projects that are built on campus.**
- **The design professionals to use as their guide in preparing all necessary documents and submittals.**

## **Program Requirements:**

**Prior to initiating the design process, there must be an approved programming document.**

## **Building Codes:**

**The requirements in this document do not supersede any applicable building codes. These requirements are in addition to all applicable codes, ordinances, statutes, regulations, and laws. If there is a conflict with any requirements in this manual, the applicable building codes take precedence.**

## **Variances:**

**Variances to these standards must be requested in writing by the designer and authorized in writing by the Director of Physical Plant or his designee prior to incorporation of the proposed variance into the documents. The variance request must be made as early as possible but no later than completion of the design development phase.**