



**Attachment A2**

**Compliance Affidavit  
Mandatory Disability Access Improvement Program  
Waiver Form**

NO FEE

**Note to the Owner or Tenant:** Ordinance No. 51-16, effective May 22, 2016, requires all non-exempt/non-waiver "Public Accommodations" either to have all primary entries and paths of travel into the building accessible or receive a determination of Equivalent Facilitation, Technical Infeasibility or Unreasonable Hardship from the Department of Building Inspection within a specified time period.

The purpose of this form is to document the primary entry or entries and the accessible entrance route comply with code requirements based on other permits previously issued or completed prior to compliance deadlines per table 1107D. A waiver may be granted for the requirement for an inspection and submission of the Category Checklist Compliance Form (Attachment B).

**Submit the completed Waiver Form either:**

- As a pdf attachment to [dbi.businessentrance@sfgov.org](mailto:dbi.businessentrance@sfgov.org), with "Waiver Form Submittal" in subject line; or,
- As a hardcopy in person or by U.S. mail to Disability Access Compliance Unit, Department of Building Inspection, 1660 Mission Street, 1<sup>st</sup> Floor, San Francisco, CA 94103.

**SECTION 1 – ADMINISTRATIVE INFORMATION**

BLOCK / LOT NUMBER \_\_\_\_\_

BUILDING ADDRESS(ES) \_\_\_\_\_

(If this property has multiple addresses, please provide here or as an attachment.)

ENTRY ADDRESS \_\_\_\_\_ # of entries total: \_\_\_\_\_

**OWNER INFORMATION**

Owner name(s) \_\_\_\_\_

Owner mailing address \_\_\_\_\_

Owner telephone \_\_\_\_\_ Owner email \_\_\_\_\_

**AGENT INFORMATION**

Agent name(s) \_\_\_\_\_

Agent mailing address \_\_\_\_\_

Agent telephone \_\_\_\_\_ Agent email \_\_\_\_\_

## Section 2 – Requirement Waiver for Checklist Submittal

1. All Primary Entries and Accessible Entrance Routes are in compliance with the requirements of the 1998 CBC or a later SFBC in effect at the time of any permit application for a tenant improvement or other alteration, the building or portion thereof was constructed or altered under a permit application filed on or after 1/1/1990, and prior to 1/1/2002, and DBI gave final approval of the accessible entry work under the construction permit or any alteration permits.

**Permit Application #:** \_\_\_\_\_ -- \_\_\_\_\_ -- \_\_\_\_\_

**Building Address:** \_\_\_\_\_

2. The building is within the scope of Chapter 5E of the Existing Building Code, which mandates earthquake retrofit of certain existing Wood-Frame Buildings, and the Owner elected pursuant to Section 1107D to comply with the requirements of this Chapter prior to the compliance deadlines in Table 1107D.

**Permit Application #:** \_\_\_\_\_ -- \_\_\_\_\_ -- \_\_\_\_\_

**Building Address:** \_\_\_\_\_

3. The building or portion thereof was altered, or is proposed to be altered, under a permit application filed on or after the effective date of this Chapter 11D and the Owner elected pursuant to Section 1107D to comply with the requirements of this Chapter prior to the compliance deadlines in Table 1107D.

**Permit Application #:** \_\_\_\_\_ -- \_\_\_\_\_ -- \_\_\_\_\_

**Building Address:** \_\_\_\_\_

## SECTION 3 – VERIFICATION AND SIGNATURE

Under penalty of perjury, I certify that the information provided in Sections 1 and 2 of this form is correct to the best of my knowledge.

☐ Owner / Property Manager

☐ Agent    ☐ Agent Authorization Form (see Attachment C) is attached

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## FOR DBI USE ONLY

DBI has received the materials submitted and filed under “Access Business Entrance Program” per Ordinance No. 51-16, No. 102-18 and No. 60-20.

\_\_\_\_\_  
Date received by DBI: