



Instructions:

1. **Send a separate form for each individual Exception Request**
2. Include this form and all supporting documentation as directed in the funding round guidelines.

<b>Date</b>	
<b>Funding Round</b>	
<b>Project Name</b>	
<b>Project Address</b>	
<b>Developer</b>	
<b>Developer Contact Name</b>	
<b>Developer Contact Email</b>	
<b>Developer Contact Address</b>	
<b>Developer Contact Phone</b>	
<b>Architect/Architectural Firm</b>	
<b>Construction Type (Check All)</b>	<input type="checkbox"/> New Construction <input type="checkbox"/> Rehabilitation <input type="checkbox"/> Adaptive Reuse <input type="checkbox"/> Mixed <input type="checkbox"/> Moderate A <input type="checkbox"/> New Construction <input type="checkbox"/> Moderate B <input type="checkbox"/> Rehabilitation <input type="checkbox"/> Substantial <input type="checkbox"/> Adaptive Reuse
<b>Population Served (Check All)</b>	<input type="checkbox"/> General Occupancy <input type="checkbox"/> Senior <input type="checkbox"/> Service Enriched
<b>Other Important Information</b>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>



**Design Exceptions**

For each category below describe the reason for the request and what actions you will take to best further the intent of the requirement. Provide supporting documentation to justify your request for example PCNA, SHPO review, plans, elevations, site grading, or any other drawings that give context to the request. Refer to the most recently-approved [Design and Architectural Standards](#) for further requirements and details.

The OHFA architectural team will review requests and make a recommendation to the management team to accept, deny, or modify the exception. The architectural team may request additional supporting documentation for any request.

Project Information	
<b>Total number of units in development:</b>	
<b>Total number of units needing exception:</b>	
<b>Utilizing federal historic tax credits?</b>	

**New Construction**

Check	Design Standards Section	Exception (New Construction)	Minimal Supporting Documentation
<input type="checkbox"/>	Non-OHFA Requirement	Item is subject to conflicting, non-OHFA requirement	Non-OHFA requirement or Letter from Authority Having Jurisdiction
<input type="checkbox"/>	Special Consideration	Unable to comply for compelling reason	Documentation of Need
<input type="checkbox"/>	Supply chain issues	Significant supply chain shortages that are either protracted or unclear when a resolution will be identified	Proof of Delays

**Rehabilitation or Adaptive Reuse**

*Note: Any exception requested related to historic features must have the SHPO review included in the supporting documentation.*

Check	Design Standards Section	Exception (Rehab/Adaptive Reuse)	Minimal Supporting Documentation
<input type="checkbox"/>	Universal Design	Unable to meet one or more of the standards <i>2 alternative items must be provided with each exception requested.</i>	Plans & Photos
<input type="checkbox"/>	Existing-to-remain	Existing-to-remain that does not meet DAS requirements	PCNA or documentation of condition



Check	Design Standards Section	Exception (Rehab/Adaptive Reuse)	Minimal Supporting Documentation
<input type="checkbox"/>	Accessibility	Compliance is technically infeasible <i>Must provide alternative methods of compliance to provide accessibility to the greatest extent possible (e.g. semi-ambulatory or reconfiguration)</i>	Plans & Photos
<input type="checkbox"/>	Replace item(s) with 75%+ RUL	Replacement of item is required for green certification	Green Cert Requirements
<input type="checkbox"/>	Durable Materials - Exterior	Unable to meet one or more of the standards	Spec Sheets
<input type="checkbox"/>	Holes & Penetrations	Unable to meet one or more of the standards	Documentation of Need
<input type="checkbox"/>	Main Entry	Unable to meet one or more of the standards	Plans & Photos
<input type="checkbox"/>	Site Design & Landscaping	Unable to meet one or more of the standards	Plans & Photos
<input type="checkbox"/>	Parking & Pathways	Unable to meet one or more of the standards	Plans & Photos
<input type="checkbox"/>	Outdoor Recreational Features	Unable to meet one or more of the standards	Plans & Photos
<input type="checkbox"/>	Stormwater Management	Unable to meet one or more of the standards	Plans & Photos
<input type="checkbox"/>	Durable Materials - Interior	Unable to meet one or more of the standards	Spec Sheets
<input type="checkbox"/>	Building Systems	Unable to meet one or more of the standards	Technical Information
<input type="checkbox"/>	Common Areas	Unable to meet one or more of the standards	Plans w/ uses & area calculations
<input type="checkbox"/>	Elevators	Unable to meet one or more of the standards	Inspection Reports
<input type="checkbox"/>	Interior Doors	Unable to meet one or more of the standards	Plans & Photos
<input type="checkbox"/>	Floor Coverings	Unable to meet one or more of the standards	Spec Sheets
<input type="checkbox"/>	Unit Sizes	Unable to meet one or more of the standards	Plans
<input type="checkbox"/>	Bedroom Sizes	Unable to meet one or more of the standards	Plans
<input type="checkbox"/>	Bathrooms	Unable to meet one or more of the standards	Plans
<input type="checkbox"/>	Kitchen & Appliances	Unable to meet one or more of the standards	Plans
<input type="checkbox"/>	Laundry Facilities	Unable to meet one or more of the standards	Plans & Proximity Maps
<input type="checkbox"/>	Supply chain issues	Significant supply chain shortages that are either protracted or unclear when a resolution will be identified	Proof of Delays

*Note: Any exception requested related to historic features must have the SHPO review included in the supporting documentation.*



**Design Exception Request Justification**

Description:

- For the selected standard, describe your justification for the request and the actions you will take to best further the intent of the requirement.
- The justification must clearly articulate which units or buildings are impacted by the exception request.
- Any request that includes area calculations, dimensions, or sizes must include plans with dimensions relevant to the request.
- Provide supporting documentation to justify your request for example PCNA, SHPO review, spec sheets, dimensions, plans, elevations, site grading, or any other drawings that give context to the request. Refer to the most recently-approved Design and Architectural Standards for further requirements and details.