

USE THIS FORM TO REPORT ALL DEVIATIONS FROM
 JUDICIAL COUNCIL
 APPELLATE COURT FACILITIES GUIDELINES

_____ Appellate District, Division _____

If you are uncertain whether your facilities' plans deviate from Judicial Council Guidelines or in which area, please consult the Facilities Guidelines located at <http://serranus.courtinfo.ca.gov/reference>, or www.courtinfo.ca.gov/reference.

Please check the box that corresponds to the functional area from which the facilities' plans deviate from the Appellate Court Facilities Guidelines (Check all that apply).	
I) General Facilities Design Guidelines	
<input type="checkbox"/> General Principles	<input type="checkbox"/> Heating, Ventilating and Air Conditioning (HVAC)
<input type="checkbox"/> Building Configuration, Occupancy and Horizontal and Vertical Circulation	<input type="checkbox"/> Plumbing and Electrical
<input type="checkbox"/> Public Service Requirements	<input type="checkbox"/> Information Systems and Communications
<input type="checkbox"/> General Office and Workstation Guidelines	<input type="checkbox"/> Lighting
<input type="checkbox"/> Provisions for Persons with Disabilities	<input type="checkbox"/> Acoustics
<input type="checkbox"/> Security and Public Safety	<input type="checkbox"/> Parking, Vehicular and Pedestrian Access
Please check the box that corresponds to the specific area and physical location where the facilities' plans deviate from the Appellate Court Facilities Guidelines (Check all that apply).	
II) The Courtroom	
<input type="checkbox"/> Area Descriptions and Sizes	<input type="checkbox"/> Courtroom Lighting
<input type="checkbox"/> Specific Courtroom Elements and Workstations	<input type="checkbox"/> Heating, Ventilating and Air Conditioning (HVAC)
<input type="checkbox"/> Functional Relationships, Access/Egress	<input type="checkbox"/> Audio, Video and Electronic Technology
<input type="checkbox"/> Acoustics and Audibility	
III) Judicial Offices and Support Space	
<input type="checkbox"/> Area Descriptions and Sizes	<input type="checkbox"/> Security
<input type="checkbox"/> Functional Relationships, Access/Egress	<input type="checkbox"/> Design Characteristics
IV) Court Administration	
<input type="checkbox"/> Area Descriptions and Sizes	<input type="checkbox"/> Security
<input type="checkbox"/> Functional Relationships, Access/Egress	<input type="checkbox"/> Design Characteristics
V) Court and Building Support	
<input type="checkbox"/> Area Descriptions and Sizes	<input type="checkbox"/> Security
<input type="checkbox"/> Functional Relationships, Access/Egress	

VI) Court Security

- | | |
|--|--|
| <input type="checkbox"/> Court Security Components | <input type="checkbox"/> Functional Relationships, Access/Egress |
| <input type="checkbox"/> Area Descriptions and Sizes | <input type="checkbox"/> Design Characteristics |

For each box you checked, please provide information on the following:

- A) Explain the reason for deviation or why compliance is not feasible;**
- B) State the alternative solutions considered;**
- C) Provide a detailed explanation for selecting the solution employed;**
- D) Provide any additional comments you wish to make.**

Use additional sheets if necessary

Please provide your contact information:

Name: _____

Title: _____

Phone: _____

E-mail: _____

Please return the completed form and direct all questions and comments to:

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