



DEVELOPMENT SERVICES

PLAN REVIEW

COMMERCIAL FIRE CHECKLIST

This checklist is provided as a reference tool and is not intended to be exhaustive of all possible requirements. It may also include more items than a specific set of plans may encompass.

Referenced Codes:

- 2024 International Fire Code ([IFC](#))
- 2024 International Building Code ([IBC](#))
- 2021 International Energy Conservation Code ([IEBC](#))
- COSA Chapter 11 Amendments ([IFC Amendments](#))

#	GENERAL REQUIREMENTS	✓	N/A
1.	Verify status of registered design professional and licenses and registration per IB 103 .		
2.	Was a Preliminary Plan Review (PPR) meeting held (IB 116)? If so, please include documentation or PPR number.		
3.	Was a Code Modification Request (CMR) for an alternative material, design and/or method of construction requested for this project (IB 114)? If so, please include documentation.		
4.	Submit plans and calculations identifying room use and/or process on floor plans.		
5.	Provide code analysis which includes code year, actual and allowable floor area, occupancy group, type of construction, height and number of stories, occupant load, fire protection systems, etc.		
6.	If remodel, provide verification of code the design is proposed under – IBC or IEBC		
7.	If remodel, provide verification of whether proposed remodel is a change in use by locating existing C of O and/or permit history		
8.	If Existing Building Code is being used, verify which method of compliance will be used for design:		
	a. Prescriptive Method		
	b. Work Area Compliance Method		
	c. Performance Method		

#	OCCUPANCY	✓	N/A
9.	Provide Occupancy Classification and Occupancy Load.		
10.	For mixed use occupancies, provide verification of whether mixed uses are separated, non-separated, and/or accessory as per IBC Ch.3 and Ch. 5.		

#	SITE ACCESS	✓	N/A
11.	Approved fire department vehicle access roads		
	a. Provide verification of minimum 5-foot clear route around building as per COSA IFC Amendments 504.1.1		
	b. If Fire Department access crosses lot lines, provide verification that adequate platted ingress/egress easement(s) and/or platted notes are provided on approved plat. (COSA IFC AMENDMENTS 503.1.1.1)		
	c. Aerial apparatus access roads (D105) and multiple access points (D104)		
12.	Provide verification of fire lane signage on plans per SAFD amendment (503.3, D103.6)		
13.	Provide verification of security gates (direction of swing) and Knox boxes (503.6, 506, D103.5)		
14.	Provide verification of fire lane turnarounds – dimensions and frequency (503, D103)		
15.	Provide verification of fire access road is designed to support an apparatus weighing 85,000 lb. gross vehicle weight (D102.1)		
16.	Provide verification of fire access road is an all-weather driving surface such as asphalt or concrete. Alternate fire lane surface permitted per COSA IFC Amendment 503.2.3		
17.	Provide verification of grading not to exceed 12% (503.2.7)		
18.	Maximum dead ends (503.2.5)		
19.	Turning radii (503.2.4)		

#	SITE WATER	✓	N/A
20.	Required fire flow (gpm) at 25 psi (IFC Amendments B105.1, B105.2 & Table B105.1)		
21.	Provide fire flow calculation (ft ²)		
22.	Provide type of building construction		
23.	Fire flow test showing minimum fire flow uploaded into Accela		
24.	If new water mains required, hydraulic calculations proving minimum fire flow per COSA IFC Amendments		
25.	Minimum number of fire hydrants (Table C102.1)		
26.	Fire hydrant spacing and minimum distance from structures		
27.	Fire hydrant hose lay coverage (COSA IFC Amendments 507.5.1.1, 507.5.1.2)		

#	FIRE PROTECTION SYSTEMS	✓	N/A
28.	Requirements for automatic fire sprinkler system (903)		
29.	Fire department connection(s) – number and location (IFC 912 and COSA IFC Amendments 912)		
30.	Required separation from non-sprinklered areas (COSA IFC Amendments 903.7)		
31.	Fire sprinklers porte-cocheres (COSA Amendments 903.2.13)		
32.	Requirements for alternative automatic fire-extinguishing systems (904)		
33.	Requirements for standpipe system (905)		
34.	Requirements for portable fire extinguishers (906)		
35.	Requirements for fire alarm and detection systems (907)		
36.	Single and multiple-station smoke alarms in R1, R2, R3, R4 and I1 Occupancies (IFC 907.2.10)		
37.	Requirements for emergency alarm systems (908)		

38.	Requirements for smoke control systems (909)		
39.	Smoke control report and drawings per IB 185		
40.	Requirements for smoke and heat vents (910)		
41.	Requirements for fire command center (IFC 508 & 2018 IBC 911)		
42.	Requirements for explosion control (2009 IFC 911)		
43.	Requirements for fire pumps (913)		
44.	Fire protection based on special detailed requirements of use and occupancy (914)		

#	GENERAL FIRE COMPLIANCE REQUIREMENTS	✓	N/A
45.	GENERAL REQUIREMENTS		
	a. Dumpsters inside of buildings – IFC 304.3		
	b. Powered industrial trucks and equipment – ventilation required for battery-charging areas IFC 309.3		
	c. Vehicle impact protection (guards, bollards, etc.) – IFC 312		
46.	EMERGENCY PLANNING AND PREPAREDNESS		
	a. Fire safety and evacuation plans (IFC 404)		
47.	BUILDING SERVICES AND INTERIOR FINISHES		
	a. Fuel fired appliances (603)		
	b. Emergency and standby power systems		
48.	ELECTRICAL ENERGY STORAGE SYSTEMS		
	a. Stationary storage battery systems (IFC 1206.2)		
	b. Safety caps (IFC 1206.2.10.6)		
	c. Spill control method and materials are detailed		
	d. When ventilation is required, calcs should be provided to verify ventilation rate maintains the room atmosphere to 1% by volume of hydrogen or a minimum ventilation rate of 1 cfm/ft ² of the floor area of the room. Also, verify that mechanical ventilation system is supervised per (IFC 1206.2.11.3).		
	e. Provide room smoke detection (IFC 1206.2.11.2).		
49.	COMMERCIAL KITCHEN HOODS AND ADEQUATE FIRE PROTECTION SYSTEM (IFC 607)		
50.	PROVIDE INTERIOR WALL, CEILING AND FLOOR FINISHES		

#	ELEVATORS AND CONVEYING SYSTEMS (606)	✓	N/A
51.	Emergency operations		
52.	Fire service access elevator (IBC 3007)		

#	SPECIAL CONSTRUCTION & MISCELLANEOUS ITEMS	✓	N/A
53.	OCCUPANCY CLASSIFICATION LETTER (OCL) PER IB 192		
	a. Medical gases and med gas letter for medical facilities IB 175		
	b. For pools and spas, verify maximum quantity and type of pool chemicals IB 200 - Table 5003.1.1(1) Subnote K		
54.	Aviation facilities (IFC Ch. 20)		
55.	Dry cleaning (IFC Ch. 21)		
56.	Flammable finishes (Ch. 24)		

57.	Semiconductor fabrication facilities (Ch. 27)		
58.	Lumber yards and woodworking facilities (Ch. 28)		
59.	Motor Fuel-dispensing facilities and repair garages (Ch. 23)		
60.	High-piled combustible storage (Ch. 32)		
61.	Hazardous Materials (Ch 50)		
62.	Combustible dust producing operations (Ch. 22) – Explosion protection		
63.	Fruit and Crop Ripening (Ch. 25) – Explosion protection		
	a. Ethylene Gas – location and dispensing valves		
	b. Electrical wiring – coordinate with Electrical reviewer		
	c. Ethylene generators and generator rooms		
64.	Fumigation and thermal insecticidal fogging (Ch. 26)		
65.	Manufacture of organic coatings (Ch. 29)		
66.	Industrial ovens (Ch. 30)		
	a. Provide specification listing furnace class of proposed oven		
	b. Ventilation		
	c. Insulation and ventilation of combustible roofs and floors		
	d. Verify shutoff valve(s) provided		
	e. Verify interlocks are provided for Class A ovens		
	f. Required fire protection		
67.	Tents and other membrane structures (Ch. 31)		
68.	Tire rebuilding and tire storage (Ch. 34)		
	a. Tire rebuilding buffing operations room		
	b. Verify out-door storage requirements and limitations		
	c. Fire department access		
	d. Fencing		
	e. Fire Protection		
	f. Indoor storage		
69.	Welding and other Hot Work (Ch. 35)		
	a. Non-combustible partitions segregating hot work areas from other areas of the building		
	b. Non-combustible surfaces for floors for hot work areas		
	c. Emergency disconnect provided for fixed electric welders and control equipment – coordinate with Electrical reviewer as needed		
	d. Minimum room volume, ceiling height and protection against freezing for rooms containing acetylene generators		
	e. Location of oxygen manifolds		
70.	Marinas (Ch. 36)		

#	CONSTRUCTION REQUIREMENTS FOR EXISTING BUILDINGS (CH. 11)	✓	N/A
71.	Provide verification that proposed work area/modifications meet Ch. 11 requirements as well as applicable IEBC and IBC requirements.		
	a. Construction requirements – elevator operation; vertical openings; escalators		
	b. Fire sprinkler and systems		
	c. Fire alarm systems		

d.	Single and multiple- station smoke detectors		
e.	Means of egress		
f.	Outdoor operations		