

**HUNTINGTON BEACH FIRE DEPARTMENT
COMMERCIAL TENANT IMPROVEMENT
DEVELOPMENT PLAN REVIEW SUBMITTAL GUIDELINES**

The items listed below indicate some of the common Huntington Beach Fire Department (HBFD) requirements that must be adhered to for HBFD approval of Commercial Tenant Improvement projects. This is not an all inclusive list and there may be additional requirements that must be adhered to prior to HBFD approval. For plan submittal, submit three identical sets of architectural plans for building permit plan review directly to the Building Department and one set will be routed internally to the Fire Department for review.

- 1) **General.** Include the following on the plans:
 - a. Index, vicinity map, site plan, and north arrow
 - b. Scope of work section
 - c. Existing and proposed occupancy classifications
 - d. Construction type and fire protection (i.e. "Fire Sprinklered")
 - e. Applicable codes: CBC, CFC, Huntington Beach Municipal Code (HBMC), City Specifications, etc.

- 2) **Fire Department Access.**
 - a. Portray **Fire Access Roads** and Signage complying with City Specification's 401 and 415 on the site plan.
 - b. Portray **building addresses numbers** complying with City Specification 428 on the plans (plan view, elevation, and/or section as appropriate).
 - c. Portray **Knox Boxes** complying with City Specification 403 on the plans (plan view, elevation, and/or section as appropriate).

- 3) Show **Fire Extinguishers** complying with City Specification 424 on the floor plans.

- 4) **Fire Protection Systems.** A fire sprinkler system and automatic fire alarm system shall be provided in accordance with the CFC and HBMC.

- 5) **Egress**
 - a. Provide a means of egress analysis in accordance with the CFC and CBC.
 - b. Provide a complete door and hardware schedule.
 - c. Provide occupant load signage and call out the signage location on the plans.
 - d. Show the emergency illumination and exit signs on the reflected ceiling plan.

- 6) **Storage and Use Analysis.** Commodity storage over 6' in height on racks, fixtures, solid shelves, or solid pile will require a separate submittal to the Fire Department and Building Department. The fire portion of the submittal is required to include a thorough storage and use analysis meeting the requirements of the CFC and NFPA 13.

- 7) Provide a **Fire Department Notes Section** with the following (as applicable):
 - a. **Fire Access Roads/Fire Lanes** shall be constructed and marked/signed as per City Specifications #401 and #415. All pedestrian and / or vehicular gates shall be constructed as per City Specification #403.

- b. **Knox box** fire fighter access is required near the main entrance as per City Specification #403.
- c. **Address numbers** must be provided as per City Specification #428.
- d. **Fire Extinguishers** shall be provided in accordance with City Specification 424 and the Fire Inspectors' direction. The extinguishers and associated hardware (cabinet, breaker bar, etc.) shall be provided in easily visible and accessible locations, and mounted so no part is higher than 48" above the finish floor.
- e. Maintain **jobsite safety** during construction as per the California Fire Code.
- f. **Maximum occupant load signage** must be permanent in nature and posted in a location acceptable to the Huntington Beach Fire Department.
- g. **Operational Permits.** Any Fire Code operational permits required based upon use of the occupancy must have applications submitted prior to the fire final inspection.
- h. A **fire alarm TI plan** shall be submitted to the HBFD for review and permit issuance prior to installation, & final inspection approval shall be obtained prior to occupancy.
- i. A **fire sprinkler TI plan** shall be submitted to the HBFD for review and approval and permit issuance prior to installation, & final inspection approval shall be obtained prior to occupancy. The system shall comply with City Specification 420 and shall be designed to meet the hazard class as per the CFC and NFPA 13.
- j. A separate submittal for **UL300 compliant fire suppression system(s)** is required for all Type 1 Cook Hoods. A UL300 compliant system plan shall be submitted to the HBFD for review and approval and permit issuance prior to installation. HBFD final inspection approval shall be obtained prior to occupancy. Hood extinguishing system shall comply with City Specification 412 and shall be designed to meet the requirements of the CFC, CMC, CEC, NFPA 17A & 96.
- k. **Commodity storage** over 6 feet in height on racks, fixtures, shelves, or solid pile will require a separate submittal to the Fire Department and Planning and Building Department. The fire portion of the submittal is required to include a thorough storage and use analysis meeting the requirements of the CFC and NFPA 13.
- l. Fire Alarm Control Panel and Fire Sprinkler riser room signage is required.
- m. A means of egress system shall be provided in accordance with the CBC and CFC.
- n. **Methane Barrier:** The existing structure is equipped with a sub-slab methane barrier and venting system in accordance with City Specification 429. The sub slab methane barrier and venting system modification/repair plan shall be submitted to the HBFD for review and approval and permit issuance prior to installation. HBFD final inspection approval shall be obtained prior to occupancy.
- o. Interior finishes, decorative materials, and furnishings shall comply with the CFC.
- p. All native and import **soils** shall conform to City Specification # 431-92 Soil Quality Standards. Work shall stop immediately upon any discovery of soil contamination, pipelines, etc., and the HBFD shall be notified immediately.
- q. To schedule HBFD inspections, call (714) 536-5411 at least 3 days in advance.

Fire Department City Specifications may be obtained through the City's website.