



ROSEBURG FIRE DEPARTMENT FIRE PREVENTION DIVISION

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Plan Review Checklist

- Date: _____
- Application # _____
- Address: _____
- Type of Construction – Circle one – IA IB IIA IIIA IV V-A IIB IIIB V-B
- Intended Use _____
- Occupancy Classification – Circle one A B E F H I M R S SR U
- Occupancy Subcategory Circle one - -1 -2 -3 -4 -5
- Occupant Load _____
- Access Issues:** Issues include width, height, gates, turn-around(s), number of routes available, distance from structure, distance from hydrants/standpipes/FDCs, dead-end length, turning radius, all-weather surface, roof access

- Fire lanes: Designated, clearly marked, obstructed

- Knox: Boxes and locks. Easily accessible, proper keys inside (check to actual lock), are keys identified? Haz Mat info in box? Surface mounted or recessed?

- Keys: A key for a spaces/equipment needed. Exterior and interior doors (might be different), fire alarm control panel, sprinkler riser, riser room, elevator-one regular key for recall, one for emergency opening (usually located in the elevator equipment room-mounted on the wall, elevator equipment room, pre-action system, electrical panels, any other keys

- Indicating Valves (PIV, Vault) Location, what tool is needed to open it, shut off valves(position/condition of valves), alarmed sump pump or gravity drain, confined spaces issue, ladder,

- Hydrants: Number, spacing, location, height, steamer port (direction), flow, obstructions-vegetation (trees, bushes, vehicles), and impact protection.

Riser(s) connection: FDC and or standpipe- height, location (at valve pit/vault or other), size, threads, distance from hydrant, distance from building, are caps in place, type of caps, Knox caps.

Structure: Square footage, stories, openings, separation, canopies, and type of construction, use (occupancy)

Fire Protection: Sprinkler system, fire alarms, risers, commercial cooking hoods, draft stops, smoke dampers, portable fire extinguishers, fire pump.

- Sprinkler: Location of sprinkler riser and shut off valves for floors, is system wet/dry/combo, pre-action system, CO2 or Halon flooding system, deluge, in-rack, Dry-Chemical, Anti-Freeze loop, Dry pendant, other? Canopy or skylight issues? Commodity Classification?
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- Fire Alarm: Location of fire alarm control panel, location of annunciator(s), location of alarms associated with sprinkler system(water flow, tamper, low air, manual pull station-by every exit?, protected-(tamper resistant or from impact), smoke detectors, heat detectors, elevator recall, duct detectors, interior general alarms, exterior general alarms.
 - Monitoring: Is system being monitored? By whom? Entire system or just one section (i.e. elevator recall).
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- Risers: Standpipes in building(stairwells) wet or dry, size, location, number,
 - Hose stations: Location, number of, thread specs, valve size.
 - Commercial Cooking: Type of system-wet chemical, combination (wet chemical/water), location of manual pull station(s), location of shut off valve for water supply.
 - Draft stops
 - Dampers: Quantity, location
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- Portable fire Extinguishers: Quantity, location, type (multi class, "K" (kitchen) class, water mist, travel distances.
 - Fire pump: Location, number, electric/diesel?
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Electrical: Location and number of power panels/power panel rooms, location of e-power,

- Emergency egress lighting- interconnected to generator, stand-alone battery units, Location / Number of units
- Lighted exit signs: Self-luminous (radioactive gas such as Tritium), photo luminescent (glow in the dark), connected to a power source, e-power, floor-level exit signs- (R-1 occupancies only) Location / # of

Generator: Type(electrical, natural gas, diesel), location, duration,
▪ Aboveground Storage Tank – Secondary containment, spill control, protected (UL2085), vehicle impact protection.

Delayed Egress: Correctional, department stores, behavioral health,
▪ Alzheimer's, fail safe.

Elevators: Number, location, location of keys, recall? elevator equipment room F/E

Equipment room: Hot water heaters,

Means of egress: Aisle width, panic hardware, number of exits,

Hazardous Materials: quantities, location, MSDS? Flammable / combustible liquids?

Venting: Smoke and heat venting- remote actuation

Area of Rescue Assistance: Location, quantity, two-way communication?

Exterior: Gas shut off, power lines,

Posting of Room capacity: Assembly occupancies only.

Present at Site Review

- _____ **Planner**
- _____ **Building Official**
- _____ **Water**
- _____ **Public Works**
- _____ **R.U.S.A.**
- _____ **Architect**
- _____ **General Contractor**
- _____ **Owner**
- _____ **Engineer**
- _____ _____