



Tangent Fire Department City of Tangent Change of Occupancy and Use



Change of Occupancy/Use Worksheet

This handout describes Building Code Summary Plans and includes a Code Check Worksheet. Code Summary Plans are a vital reference for designers, plan reviewers, contractors, and inspectors, and are valuable for the design and review of separate Mechanical Permits and future alterations of a building. The Worksheet is a useful guide for designers to analyze a building design and demonstrate that it complies with the Building Code/Fire Code.

BUILDING CODE SUMMARY PLANS:

Floor Plan of each level showing walls, stairs, doors with swing direction, windows, plumbing fixtures, etc. Drawings must be at a minimum scale of 1" = 20' and must be clearly legible and in black and white.

1. Label each room or area's:
 - a) Use (e.g. Office, Sales, Storage, Corridor, Exit Enclosure, Exit Passageway, etc.);
 - b) Occupancy group classification;
 - c) Floor area;
 - d) Floor area per occupant;
 - e) Occupant load.
2. Graphically show locations and fire ratings of all fire-rated walls such as Exterior Walls, Exit Enclosures, Exit Passageways, Fire Area Separations, Occupancy Separations, Shafts, Horizontal Exits, Corridors, and Smoke Compartments by identifying and differentiating the walls as either: a) Fire Walls, b) Fire Barriers, c) Fire Partitions, d) Smoke Partitions, or e) Smoke Barriers.
3. Graphically show elevators, mechanical shafts, and other openings through floors.
4. Graphically show the illuminated egress path and indicate how backup power is supplied. Indicate the required width and minimum light level across the required egress path at the floor level.
5. Graphically show exit sign locations.
6. For larger occupant loads, graphically show the minimum required exit widths and proposed exit capacities at doors and stairs.

Building Elevations and/or Building Sections illustrating the following conditions as applicable:

7. Exterior wall areas in square feet per story, and the maximum allowable percentage and area of protected and unprotected openings per story due to fire separation distance from property lines.
8. Vertical fire wall locations and fire rating from foundation to the roof.
9. Locations and fire ratings of horizontal floor-ceiling assemblies that separate different construction types.



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BUILDING CODE SUMMARY NARRATIVE CHECKLIST:

- Project name

- Scope of work

- Building code edition

- Date(s) of original building construction

- Use(s) and occupancy classification(s)

- Occupancy separation requirements – or nonseparated occupancies

- Number of stories

- Floor area per floor, total floor area

- Construction type(s)

- Fire sprinkler provided (yes/no), location and type

- Fire alarm pull stations and notification provided (yes/no)

- Number of standard and accessible parking spaces required/provided

- Number of plumbing fixtures required/provided

- Building code alternatives with Date and brief description of code requirement and alternate design approved



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PROJECT INFORMATION:

PROJECT NAME

PROJECT DESCRIPTION					
<i>(Check each that apply)</i>	New construction	Addition	Alteration	Change of Tenant (No Change of occupancy or use)	Change of occupancy/use (from ____ to ____)

PROJECT ADDRESS (if there is no address is currently assigned to the site, please provide the tax lot number)

Street address	
City, State, Zip	

PROJECT CONTACT	
Name	
Company	
Street address	
City, State, Zip	
Phone	
Email	

PROJECT OWNER OR TENANT	
Name	
Company	
Street address	
City, State, Zip	
Phone	
Email	



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CONSTRUCTION TYPE, HEIGHT, AND EXTERIOR WALL FIRE RESISTANCE REQUIREMENTS:

Special Provisions (<i>circle one if applicable</i>)	510.2	510.3	510.4	510.5	510.6	510.7	510.8
Construction type(s) (602) (<i>circle each that apply</i>)	IA	IB	IIA	IIB	IIIA	IIIB	IV
Building height (503)	Allowed:	ft	stories	Proposed:	ft	stories	
Sprinklers used to increase stories (504.2)	YES	NO					

Fire Resistive Requirements based on Construction Type (602.1)	Rating Required	Rating Provided
Structural Frame		
Bearing walls – exterior		
Bearing walls – interior		
Floor		
Roof		

Exterior Wall fire resistance based on fire separation distance (602.1)			Allowable Area of Openings per story (705.8)							
			Protected				Unprotected			
Wall location	Distance to property line	Fire rating	Wall area	Area of openings proposed	Allowable % of wall area in openings	Proposed % of wall area in openings	Wall area	Area of openings proposed	Allowable % of wall area in openings	Proposed % of wall area in openings
North A										
North B										
East A										
East B										
South A										
South B										
West A										
West B										



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ALLOWABLE AND PROPOSED BUILDING AREA AND INCREASES (OSSC 503, 506, 509):

(If the building is divided by a Fire Wall (503.1) or a Horizontal Assembly (510), provide a separate analysis for each area.)

ALLOWABLE AREAS and AREA MODIFICATIONS	Occupancy ()	Occupancy ()	Occupancy ()	Occupancy ()
Tabular floor area for each occupancy (A_t) (Table 506.2)				
Frontage Increase (I_f) (506.3) $I_f = (F/P - 0.25) \times W/30$ F = Building perimeter fronting on public way P = Perimeter of entire building W = Width of public way				
Area Modification, allowable area per story (506.2) $A_a = A_t + (A_t \times I_f) + (A_t \times I_s)$				
Total Allowable Building area: (A_a) X # of stories above grade plane as listed below (504.4): 1. Buildings with two stories above grade plane, X 2; 2. Buildings with three or more stories above grade plane, X 3; and 3. No story shall exceed the allowable area per story (A_a) as determined in 506.2, for the occupancies on that story.				



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OCCUPANCY CLASSIFICATION (OSSC302):

Use and Occupancy Classifications (<i>circle each that apply</i>)									
A-1	A-2	A-3	A-4	A-5	B	E	F-1	F-2	H-1
H-2	H-3	H-4	H-5	I-1	I-2	I-3	I-4	M	R-1
R-2	R-3	R-4	S-1	S-2	U	SR-1	SR-2	SR-3	SR-4

PROPOSED AREAS PER OCCUPANCY	Occupancy ()	Occupancy ()	Occupancy ()	Occupancy ()
Basement				
First Floor				
Second Floor				
Third Floor				
Other floor(s)				
Total Proposed Building Area				

MIXED OCCUPANCIES AND SEPARATIONS (508):

Does building qualify for Nonseparated occupancies? (508.3) (<i>check one</i>)	Yes									
	No*									
Occupancy separation ratings required (508.4) (e.g. B to A-3 = 2 hr)		to		=	_____ hr		to		=	_____ hr
		to		=	_____ hr		to		=	_____ hr
		to		=	_____ hr		to		=	_____ hr

* If there is more than one occupancy group on a floor, provide a "Sum of the Ratios" calculation per Section 508.4.2:

$$(A_{occ\#1}/A_a_{occ\#1}) + (A_{occ\#2}/A_a_{occ\#2}) + (A_{occ\#3}/A_a_{occ\#3}) + (A_{occ\#4}/A_a_{occ\#4}) \leq 1$$

BUILDING FIRE SUPPRESSION, ALARM AND STANDPIPE SYSTEMS (OFC Chapter 9):

	Provided: YES / NO			Required / Optional (list OSSC section(s))	Type/Class/Areas of coverage:
Sprinkler system	13	13R	13D		
Fire alarm system					
Standpipe system					



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Occupancy or function	Occ. Load	Drinking Fountains		Water closets				Lavatories			
				Male		Female		Male		Female	
		Required	Provided	Required	Provided	Required	Provided	Required	Provided	Required	Provided
Total number of fixtures											

BUILDING CODE ALTERNATIVES (104.10):

List all approved Building Code Appeals for this project:

Date	Code Section	Proposed Design <i>(summary of the resulting design)</i>

FIRE/BUILDING COMMENTS

Date	Comments