



**Broward Sheriff's Office
DEPARTMENT OF FIRE RESCUE AND EMERGENCY SERVICES
Fire Marshal's Bureau**

WESTON DISTRICT
17250 Royal Palm Boulevard
Weston, Florida 33326
954-385-0500 Fax: 954-384-7723

FIRE AND LIFE SAFETY PLAN SUBMITTAL REQUIREMENTS

A **Life Safety Plan** is required for review by the Fire Prevention Bureau for any new structure(s) or building(s) and modifications, alterations or changes to existing structures or buildings. The Life Safety Plan must include all of the information listed below. ***If any portion does not apply, a note must be provided on the plan stating that it is not applicable.*** If any portion of the requested information is not provided or clarified, the plan will be returned for that provision or clarification to be made and a re-examination fee may apply. Should you have any questions, please contact the Fire Prevention Bureau with the information provided in the letterhead.

THE LIFE SAFETY PLAN MUST INCLUDE ALL OF THE FOLLOWING:

1. A Scaled Plan with the scale indicated (**USE 1/4" OR 1/8" SCALE**)
2. A North Directional Indicator.
3. A Detailed Scope of Work.
4. A Legend - Where symbols are used on the plan to identify an item or provision, a legend identifying those symbols must be provided in accordance with the Fire Safety Symbols of NFPA-170, current adopted edition. (to include all symbols related to plan).
5. Identification of **ALL** the following:
 - a. Construction Type as indicated by NFPA 220, current adopted edition.
 - b. Occupancy Classification (In accordance with NFPA 101, Chapter 6 current adopted edition.)
 - c. Adjacent tenants (as to the occupancy classification.)

- d. Occupant Load for each room or area (In accordance with NFPA-101:7.3.1.2, current adopted edition.)
 - e. Total Occupant load for the building (In accordance with NFPA-101:7.3.1.2, current adopted edition.)
 - f. *Provide a note that Occupant Load Signs shall be posted and provide sign details (This applies to assemblies only)
 - g. Classification of Hazard of Contents (In accordance with NFPA-101:6.2.2, current adopted edition.)
 - h. A total square footage of the work area or tenant space.
6. Identify and label the use of all rooms, areas, offices, spaces, etc.
7. A note on the plan that the plan(s) shall comply with all requirements of,
- Florida Fire Prevention Code, current adopted edition.)
 - NFPA-101 (Life Safety Code), current adopted edition.)
8. A note indicating whether a fire sprinkler system is to be new, modified or not required.
9. A note indicating whether a fire alarm system is to be new, modified or not required.
10. The plans must be signed and sealed by the architect and/or engineer. If the job value is less than \$5,000.00 and the plan is not signed and sealed by the architect or engineer, provide a copy of the signed contract with the plan submittal.
11. Indicate any storage, the method of storage (racks, pallets, etc.) and commodities to be stored. Demonstrate all intended locations of any storage. If commodities are hazardous materials, provide MSDS Sheets in PDF format.
12. Provide shop drawings for any rack or shelving configurations. The shop drawings must include drawings of any rack or shelving configurations, dimensions of all configurations (including height, length, width, height spacing between shelves and/or racks), product spec sheets, and type of shelving (solid vs. open or grated, etc.).

FOR ALL WAREHOUSES, INDUSTRIAL OCCUPANCIES AND STORAGE OCCUPANCIES:

IF RACKS OR OTHER METHODS OF STORAGE ARE NOT PART OF THIS SUBMITTAL, PROVIDE A NOTE ON THE LIFE SAFETY PLAN INDICATING THAT “AT THE TIME OF PERMIT APPLICATION AND PLAN SUBMITTAL IS THAT NO RACKS OR OTHER METHODS OF STORAGE IS INFORMATION.

13. Demonstrate ALL of the following:
- a. Common Paths of Travel.
 - b. Travel Distances to Exits.
 - c. Dead-End Distances in Corridors.

14. Provide a note on the plan identifying all of the following for each proposed occupancy type included in the plans:
 - a. Allowable travel distances to exits.
 - b. Allowable common paths of travel.
 - c. Allowable distances for dead-end corridors

The applicable code reference must also be provided.

15. Demonstrate the locations of all Exit Signs and Emergency Lights. Document on the plan that all emergency lights and exit signs shall have a battery back-up or be connected to an EPSS.
16. Demonstrate the locations of all portable fire extinguishers.
17. Provide a note on the plan indicating the size and type of all portable fire extinguishers.
18. Identify all rated walls (including tenant wall separations) and demonstrate the fire ratings (in terms of hours) of each on the plan.
19. Identify all rated doors and demonstrate the fire ratings (in terms of hours or label ratings) of each on the plan. In addition, provide a note on the plan that all rated doors will be provided with automatic closing devices. All opening protectives must comply. (Occupant load of 50 or more – must swing in direction of egress).
20. For NEW CONSTRUCTION SITES: Demonstrate Fire Department Access Routes and provide a Fire Safety and Prevention Program in accordance with NFPA-241 (current adopted edition.) Chapter 7 for the construction site during the construction phase.

*****NOTE***NOTE***NOTE***NOTE***NOTE*****

21. ***A letter-format response is required for all corrections made to any portion(s) of the plan indicating the page or sheet numbers where the corrections can be found. Failure to provide this requirement will result in the plan being rejected without review and with additional plan review fees being applied.***
22. ***If any item(s) is overlooked in the plan review process and discovered during the field inspection it MUST be corrected to meet the actual code requirements.***