



MIAMIBEACH

Building Department Plan Review Checklist Discipline: Fire - Alteration

Permit No.

Yes	No	N/A	Comment Ref	Description	Code Reference
BASIC PRE-SUBMITTAL REQUIREMENTS					
<i>Cover Sheet</i>					
			B - 1	Clearly define the Scope of Work; show key plan of renovation space and entire floor plan	City of MB
			B - 2	List all Codes and Editions used	City of MB
			B - 3	Identify the Type Of Construction per code	FBC / NFPA 220
			B - 4	Identify the Occupancy Class per the Building Code and Fire Code; identify previous occupancy and current occupancy	FBC and FFPC
			B - 5	Identify if building will have sprinkler system or not	FBC and FFPC
			B - 6	Identify: floor area in sq. ft., number of stories, total height of structure and top floor height (to determine if high-rise)	FBC and FFPC
<i>Site Plan</i>					
			B - 7	Show the entire project site including: roadways, property lines, exit discharge to public way	NFPA 1
			B - 8	Provided North directional arrow	NFPA 1
			B - 9	Show Fire Hydrants, Fire Department Connections, Backflow Preventor, Post Indicator Valves (if applicable to scope)	NFPA 1
			B - 10	Show any parking related to site along with fire dept access	NFPA 1
			B - 11	Identify the scale used. Required scale is 1:20	NFPA 1
<i>General Plan</i>					
			B - 12	All sheets must be signed and sealed by a design professional	City of MB
			B - 13	All sheets are drawn to scale; scale shown	City of MB
			B - 14	Provide a Key Plan on all sheets	City of MB
			B - 15	Provide a detailed narrative for all phases, when applicable. Show diagrams	City of MB
			B - 16	Clearly label all areas	City of MB
			B - 17	Provide a Title Block along with the project address on all sheets	City of MB
			B - 18	Fire alarm design document are to be signed & sealed by Florida Engineer for projects \$5,000 or more. (Scale - 1/8 inch = 1 foot)	F.S. 633
			B - 19	Provide Fire Alarm system battery calculations and spec sheets for components	F.S. 633
			B - 20	Fire Sprinkler design documents are to be signed & sealed by Florida registered Engineer if 49 or greater heads are installed	F.S. 633
			B - 21	Provide Sprinkler system hydraulic calculations and spec sheets on all components	F.S. 633
			B - 22	All equivalencies must be approved by the Fire Marshal	City of MB
<i>Detail/Schedules</i>					
			B - 23	Provide Fire Stopping penetration details for each penetration type	NFPA 101 chap. 8
			B - 24	Provide Door Schedule including: rating, hardware, width, assembly, etc.	NFPA 101 chap. 7
			B - 25	Provide Stair Detail including all dimensions: width, headroom, rise, run, etc	NFPA 101 chap. 7
			B - 26	Provide Handrail & Guard detail including: all dimensions-extension, rejections, height, etc	NFPA 101 chap. 7
			B - 27	Provide Ramp Detail including: all dimensions, show slope in ratio, etc	NFPA 101 chap. 7
			B - 28	Provide a complete Window Schedule including: all dimensions, identify egress windows, clear widths, sill height above finished floors, etc	NFPA 101 chap.24
			B - 29	Provide a complete Interior finish schedule: walls coverings, floors finishes, furnishings and draperies.	NFPA 101 chap. 10
			B - 30	Provide Wall Types (including its joint assemblies) any shafts and chases shown referenced to detailed drawings on plans; UL or equivalent design details	NFPA 101 chap. 8



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LIFE SAFETY PLAN REVIEW:					
				Show existing life safety features that impact means of egress for occupants in the renovation	
			LS - 1	Are the travel distance from most remote area, common path of travel, etc. shown and measured as per code?	NFPA 101 chap. 7
			LS - 2	Has the occupant load been correctly calculated and shown?	NFPA 101 chap 7.
			LS - 3	Have the required number of Exits with reference to its occupant load been provided?.	NFPA 101 chap. 7
			LS - 4	Are the Exits remote from one another, with the measurements properly shown on plans? (1/3 of the diagonal if sprinklered or 1/2 of the diagonal if non-sprinklered)	NFPA 101 chap. 7
			LS - 5	Are all dead ends within the maximum limits allowed for this occupancy?	NFPA 101
			LS - 6	Is the Means of Egress (Exit Access, Exit and Exit Discharge) shown clearly on plans?	NFPA 101 chap. 7
			LS - 7	Do all Exit doors swing in the direction of exit travel? Do all doors swing free of obstructions?	NFPA 101 chap. 7
			LS - 8	Does the door swing projection within limits in corridor? In stairs?	
			LS - 9	Are the floor elevations level on both sides of all Exit doors?	NFPA 101 chap. 7
			LS - 10	Has the 1/2 in. maximum threshold been shown across all Exit doors?	NFPA 101 chap. 7
			LS - 11	Have Emergency lighting and Exit signs been provided along the entire means of egress?	NFPA 101 chap. 7
			LS - 12	Do all Exits lead directly out of the bldg? (1/2 of the exits can lead back into bldg if fully sprinklered) .	NFPA 101 chap. 7
			LS - 13	If provided, do the scissor stairs comply with code? Single exit?	NFPA 101 chap.7
			LS - 14	Have all exposures with regard to exiting (less than 10' and/or 90 degree angle) been properly rated / protected?	NFPA 101 chap. 7
			LS - 15	Do any/all qualified outside stairs meet the requirements of the code?	NFPA 101 chap. 7
			LS - 16	Are the exit stair enclosures free from any openings into storage rooms or other unoccupied rooms?	NFPA 101 chap. 7
			LS - 17	Has Emergency lighting been provided to the public way?	NFPA 101 chap. 7
			LS - 18	If provided, do the qualified Horizontal Exits comply with code?	NFPA 101 chap. 7
			LS - 19	Is there a permanent exit path to the public way ?	NFPA 101 chap. 7
			LS - 20	Are there two separate ways to get to the public way if the exit discharge has exposures (windows, etc)?	NFPA 101 chap 7
			LS - 21	Has panic hardware been provided on all exit doors with an occupant loads of 100 or greater?	NFPA 101 chap. 7
			LS - 22	Do the fire doors contain proper hardware (hinges, handles, hardware)?	
			LS - 23	Are all exiting access corridors properly rated as required for this occupancy?	NFPA 101 CHAP. 7
			LS - 24	Have all floor level changes in the Means of Egress been properly addressed?	NFPA 101 chap. 7
			LS - 25	Does the exit access corridor/pathway have the proper width? (36 inches if less than 50 occupants and 44 inches if more than 50 occupants)	NFPA chap. 7
			LS - 26	Does the exit access corridor/pathway have proper rating and fire doors?	
			LS - 27	Do all door widths provide the required egress capacity?	NFPA 101 chap. 7
			LS - 28	If Special Locking Arrangements are provided on any exit doors, do they comply with code and are they allowed by this occupancy?	NFPA 101 chap. 7
			LS - 29	Do the horizontal - sliding doors in a means of egress have a break away feature for exiting emergencies?	NFPA 101 chap. 7



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LIFE SAFETY PLAN REVIEW(cont.):					
			LS - 30	Are there any curved, spiral or winder stairs being used for a designated exit? All dimensions comply with code?	NFPA 101 chap. 7
			LS - 31	Have all the Vertical Openings been protected as required for this occupancy? Check all floors	NFPA 101 chap. 8
			LS - 32	Are the Exit Stairs fully enclosed top to bottom?	NFPA 101 chap. 7
			LS - 33	Are there any mezzanines, atriums shown on plans and have they been properly addressed per code?	NFPA 101Chap. 8
			LS - 34	Have all of the designated exits been checked to ensure they do not pass through a kitchen? Or lockable room?	NFPA 101
			LS - 35	Has the bldg been provided with smoke control, smoke evacuation systems; If so, has the sequence of operation been placed within the plans?	NFPA 101
			LS - 36	Have all elevators been provided with either elevator vestibules or the alternative to pressurize the elevator shafts?	NFPA 101
			LS - 37	Are rated walls/partitions free of non-rated panels?	NFPA 101
			LS - 38	Have rated ceiling light fixtures been provided when installed in rated ceilings?	NFPA 101
			LS - 39	Are the stairs for the bldg. being pressurized?	NFPA 101
			LS - 40		
			LS - 41	If the bldg is provided with a sprinkler system, does the design comply with the applicable code?	NFPA 13,13D,13R
			LS - 42	If the bldg is provided with a fire alarm system, does the design comply with required codes?	NFPA 72 & 101
			LS - 43	If the bldg is provided with an emergency generator, does the design / installation comply with code?	NFPA 110
			LS - 44	If the bldg is provided with a fire pump, does the design / installation comply with the code?	NFPA 20
			LS - 45	If the building has a common roof top terrace, have the correct number of exits been provided and are they remotely located for proper exiting?	NFPA 101
			LS - 46	Is the fire pump located in its own room? (domestic water pump is okay, but no other equipment)	NFPA 101
			LS - 47	Are the Emergency Generator and Fire Pump located above the flood line?	NFPA 37, 20
			LS - 48	Has a man door provided for exiting within a parking garage, when the required vehicle exit is blocked by a security gate?	NFPA 101
			LS - 49	Are the exit stairs free of any conduits or piping other than the standpipe and fire alarm system?	NFPA 101
			LS - 50	If the property is to be fenced, does the fire department have the required access? (20' wide gate and key box)	NFPA 101
			LS - 51	If the project is mixed occupancy, have the most stringent occupancy requirements been met?	NFPA 101
			LS - 52	If there is an area of refuge, does it comply with code?	NFPA 101 chap. 7
			LS - 53	Have all Hazardous Areas been identified and do they comply with the requirements for this occupancy?	NFPA 101 chap. 6 & 8
			LS - 54	Has a complete fire extinguisher layout, including size, type and mounting details been provided?	NFPA 1, 10
			LS - 55	If there are commercial exhaust hoods, have they been tied into the fire alarm system and protected in accordance with code?	NFPA 96



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FIRE ALARM PLAN REVIEW:					
			FA - 1	Have all sheets been signed sealed by Engineer? (required for projects over \$5,000)	F.S. 633
			FA - 2	Are all Floor Plans provided in 1/8 inch = 1 foot scale?	City of MB
			FA - 3	Is the Fire Alarm System shown on its own designated sheets?	City of MB
			FA - 4	Have the specification sheets on the type of system being installed and the compatibility sheet been provided?	City of MB
			FA - 5	Have Smoke detectors been provided by the panels?	NFPA 72
			FA - 6	Are the required Elevator Recall devices shown? Shaft? Machine room? Lobby?	NFPA 72
			FA - 7	Have the Sequence of operation, fire alarm notes and symbol chart for the system been provided on the plans?	NFPA 72
			FA - 8	Have all initiation devices and notification appliances been properly located and shown? Show existing and new components	NFPA 72
			FA - 9	Has the candela rating for all appliances shown on the plans and riser and do the plans specify which devices are weather proof?	NFPA 72
			FA - 10	Is the FACP clearly located on plans with a smoke detector above it?	NFPA 72
			FA - 11	If this is a High-Rise bldg, Is there a Fire Command Center with 1-hr rating, including the door? (If the FCC RM. is not located in the front of the bldg, a remote annunciator needs to be placed in the front entrance)	NFPA 72
			FA - 12	Does the FCC Room have the required: generator annunciator panel, HOA panel (if smoke control provided), fire phone cabinet w/phones, (1) dedicated phone line, smoke detector above panel and strobe appliance? (If this room is air-conditioned, then a fire	NFPA 72
			FA - 13	Has the survivability of the Fire Alarm system been described and properly shown on the plans?	NFPA 72
			FA - 14	If smoke control/smoke evac is provided, are all fans and their disconnects monitored by the alarm system?	NFPA 72
			FA - 15	Has the type of system and class been identified on plans?	NFPA 72
			FA - 16	If bldg has kitchen suppression system, has it been tied to the fire alarm?	NFPA 72
			FA - 17	Are the strobe appliances 15' from the end of the corridor?	NFPA 72
			FA - 18	Have the smoke / heat detectors been shown as required?	NFPA 72
			FA - 19	Are all devices shown on plans?	NFPA 72
			FA - 20	Have the ceiling heights has been provided in all areas?	NFPA 72
			FA - 21	Has a complete riser diagram been provided?	NFPA 72
			FA - 22	Does the riser provided include the amp draw for each NAC circuit and does it state the max amp draw per circuit?	NFPA 72
			FA - 23	Have battery back-up calcs been provided for the FACP and power boosters?	NFPA 72
			FA - 24	Are all power booster shown on plans and riser?	NFPA 72
			FA - 25	If there are more than 2 FACP's, are their connections compliant with the code?	NFPA 72
			FA - 26	Have the voltage drop calcs been provided on the plans with a starting voltage of 20.4 volts?	NFPA 72
			FA - 27	Has a pullstation been provided at the Building's main entrance and additional pullstations located throughout, with a maximum of 200 feet of travel distance between pullstations?	NFPA 72



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				FIRE ALARM PLAN REVIEW(cont.):	
			FA - 28	Has music shut-off upon activation of Fire Alarm for night-club type assembly occupancies been noted on plans?	NFPA 72
			FA - 29	Has the requirements of 75db measured at pillow level, within the bedroom been noted on plans?	NFPA 72
			FA - 30	Has the Parking Garage been provided with full strobe coverage?	NFPA 72
				FIRE SUPPRESSION SYSTEM REVIEW:	
			FS - 1	Has the isometric (3-D) drawing for the complete system been provided?	NFPA 86
			FS - 2	Do the plans include details for the hood, showing the ducts and cooking equipment being protected?	NFPA 86
			FS - 3	Do the plans clearly state if the hood system is stand alone or if it is tied to the bldg fire alarm system?	NFPA 86
			FS - 4	If the hood system is going to be tied to the alarm system, is the connection shown on the plans?	NFPA 86
				MECHANICAL PLAN REVIEW:	
			M - 1	Do the floor plans identify all required wall ratings?	NFPA 80 A
			M - 2	Have all smoke zones been clearly identified?	NFPA 80 A
			M - 3	Does the stair pressurization comply with code? Are the fans located outside the stair enclosure ? Or within the stair it serves only?	NFPA 80 A
			M - 4	Are all Fire/Smoke dampers shown on plans?	NFPA 80 A
			M - 5	Do the plans include the complete smoke control sequence of operation and its interaction with the fire alarm system?	NFPA 80 A
				ELECTRICAL PLAN REVIEW:	
			E - 1	Has Emergency lighting been provided along the complete means of egress to the public way?	NFPA 101
			E - 2	Do the plans include Photometrics for emergency lighting for all common areas?	NFPA 101
			E - 3	Have Exit signs been provided and shown throughout the space as required?	NFPA 101
			E - 4	Is the location of the emergency generator shown on plans along with its connected loads?	NFPA 101
			E - 5	Have the required single station smoke detectors been provided for residential occupancies? (110volt with battery back-up and interconnected within the same unit)	NFPA 101



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				FIRE SPRINKLER PLAN REVIEW:	
				<i>General</i>	
			FSP - 1	Are sprinkler plans signed & sealed by a Florida Registered Engineer? (required if the scope is greater than 49 heads)	F.S. 633
			FSP - 2	Is the applicable code and edition correct and shown on plans?	City of MB
			FSP - 3	Does the Site drawing indicate the point of service from City main, and locations of the Backflow Preventer, Post Indicator Valve and Fire Hydrants?	City of MB
			FSP - 4	Is the backflow shown on the plans the correct type?	City of MB
			FSP - 5	Do the plans show pipe dimensions and diameter?	City of MB
			FSP - 6	Do the plans show riser locations and dimensions and is the riser accessible?	City of MB
			FSP - 7	Is the outside bell shown on the plans?	NFPA 13
			FSP - 8	Are the hanger locations, hanger detail, valves and sprinkler layout clearly shown on the plans?	NFPA 13
			FSP - 9	Are the water flow devices and tamper switches shown on plans? (Including those required at the Backflow and PIV)	NFPA 13
			FSP - 10	Is the inspector's tests shown on the plans and is it remote from riser?	NFPA 13
			FSP - 11	Is the location of the FDC shown on the plans and complies with distance to hydrant?	NFPA 13
			FSP - 12	Does the FDC has 7.5 ft clearance on each side?	NFPA 1
				<i>System Type</i>	
			FSP - 13	Is it noted that where a pipe cannot be maintained above 40 F that adequate freeze protection provisions will be included?	NFPA 13
			FSP - 14	Is the type of system appropriate for the specified application?	NFPA 13
			FSP - 15	Does the system have an electronically monitored alarm valve or water flow device?	NFPA 13
			FSP - 16	Is there 100% sprinkler protection? Show existing heads and new heads	NFPA 13
				<i>Hazard Classification</i>	
			FSP - 17	Does the hazard classification correspond to the potential fuel load?	NFPA 13
			FSP - 18	Is the design density consistent with code classifications?	NFPA 13
			FSP - 19	Are the sprinkler zones less than the maximum size permitted?	NFPA 13
				<i>Hydraulic Calculations</i>	
			FSP - 20	Are hydraulic calculations and fire flow test results within 6 months included?	NFPA 13
			FSP - 21	Is hydraulic nodal information shown on plans?	NFPA 13
			FSP - 22	Is the calculated zone (design area) the most hydraulically demanding?	NFPA 13
			FSP - 23	Does the zone contain the correct number of heads?	NFPA 13
			FSP - 24	Do the calculations use the correct C factor?	NFPA 13
			FSP - 25	Does the supply curve exceed the system demand?	NFPA 13
			FSP - 26	Do the drawings appear to match the hydraulic calcs?	NFPA 13



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				FIRE SPRINKLER PLAN REVIEW (cont):	
				<i>Sprinklers</i>	
			FSP - 27	Is there a legend identifying type of head, temperature rating, etc.?	NFPA 13
			FSP - 28	Is temperature rating adequate for the environment?	NFPA 13
			FSP - 29	Have corrosion resistant heads been specified for all exterior locations?	NFPA 13
			FSP - 30	Are quick response sprinklers used on light hazard occupancy?	NFPA 13
			FSP - 31	If applicable, does the dry system have uprights or return bends with pendants?	NFPA 13
			FSP - 32	Is the distance between sprinklers less than or equal to 15 ft.?	NFPA 13
			FSP - 33	Is the area of coverage per sprinkler less than the maximum permitted?	NFPA 13
			FSP - 34	Are the sprinklers less than 7'-6" from a wall unless by exception small room allowing up to 9'?	NFPA 13
			FSP - 35	Do obstructions such as columns and beams have additional heads for the required coverage?	NFPA 13
			FSP - 36	Have additional heads been provided where the soffits obstruct sprinkler discharge?	NFPA 13
			FSP - 37	Have provisions been made to drain all parts of the system?	NFPA 13
			FSP - 38	If there are elevator shafts or chutes, are they sprinkler protected?	NFPA 13
			FSP - 39	Are all concealed spaced sprinkler protected unless excluded by code?	NFPA 13
			FSP - 40	If there are vaults, are they protected in accordance with code?	NFPA 232
				<i>Standpipes/Mains</i>	
			FSP - 41	If the bldg exceeds 2 stories and more than 50' in height, or exceeds 30' to the highest occupiable floor, is a standpipe Class I system installed?	NFPA 14
			FSP - 42	Does the standpipe have 2-1/2" hose valves with 1-1/2" reducers?	NFPA 14
			FSP - 43	Does the FDC have a check valve?	NFPA 14
			FSP - 44	If a standpipe is required, do the fire hose valves provide coverage within 200' of hose?	NFPA 14
			FSP - 45	Are the fire hose valves located at the intermediate landings of the stairs?	NFPA 14
			FSP - 46	If a combined system is used in a high-rise, does each floor have a separate control valve and flow switch?	NFPA 14
			FSP - 47	Is the dedicated standpipe riser at least 4" and combination risers at least 6" in diameter?	NFPA 14
			FSP - 48	Does the remote riser have two 2-1/2" outlet on the roof?	NFPA 14
			FSP - 49	Do stairs with access to the roof have an outlet at the highest landing, and stairs without roof access have an outlet on the roof?	NFPA 14
			FSP - 50	Do the calculations indicate at least 100 psi at the roof manifold of the most remote riser?	NFPA 14
			FSP - 51	Does the system have a pressure reducing valves for fire hose connections and sprinkler line if the pressure exceeds 175 psi?	NFPA 14
			FSP - 52	Is there a test riser for PRV's and are the sizes shown?	NFPA 14
			FSP - 53	Does the supply curve exceed the demand when flowing 1000 gpm?	NFPA 14
			FSP - 54	Does standpipe show a minimum residual pressure of 100 psi at remote and adequate volume for each standpipe?	NFPA 14



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				SPRINKLER PLAN REVIEW(cont.):	
				<i>Fire Pumps</i>	
			FSP - 55	Do the drawings indicate the installation of the fire pump in compliance with the code?	NFPA 20
			FSP - 56	Does the fire pump room contain adequate drainage?	NFPA 20
			FSP - 57	Does the fire pump room have adequate emergency lighting?	NFPA 20
			FSP - 58	If electric driven, does the fire pump have a reliable power source?	NFPA 20
			FSP - 59	If a secondary power supply is required, has it been provided?	NFPA 20
			FSP - 60	If diesel driven, does the fire pump have sufficient fuel, battery, and exhaust capacity?	NFPA 20
			FSP - 61	Does the drawing show the required fire pump bypass?	NFPA 20
			FSP - 62	Is the fire pump room free of exposures and separated by 2-hr rated construction?	NFPA 20
			FSP - 63	Does the fire pump room have sprinkler protection?	NFPA 20
			FSP - 64	Does the fire pump suction have an eccentric reducer?	NFPA 20
			FSP - 65	Are elbows parallel to horizontal fire pumps at least a distance of 10 times the intake diameter from the pump suction?	NFPA 20
			FSP - 66	Is the Fire Pump Room free from any electrical or plumbing conduits running through it?	NFPA 20
				<i>Equipment Submittals</i>	
			FSP - 67	Are the products listed or approved for the application?	City of MB
			FSP - 68	Do the sprinklers cut sheets correspond with the hydraulic calcs and drawings and do they provide the adequate coverage?	City of MB
			FSP - 69	Are the correct temperatures and orientation specified for each sprinkler?	City of MB
			FSP - 70	Are all control valves and flow indicating devices electronically monitored?	City of MB



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				UNDERGROUND MAIN REVIEW:	
				<i>Hydrants</i>	
			UG - 1	Does the site plan show public hydrant location? (150' from the Siamese connection of the bldg)	NFPA 24, 13
				<i>Point Of Connection</i>	
			UG - 2	Is the point of connection clearly marked near the tap to the public main?	NFPA 24, 13
				<i>Private Main</i>	
			UG - 3	Is the private main designed, installed and tested per code?	NFPA 24, 13
			UG - 4	Has the underground piping been routed to avoid running under driveways and/or buildings?	NFPA 24, 13
			UG - 5	Does the plan show or note depth of cover to be at least 30"?	NFPA 24, 13
				<i>Dead End Mains</i>	
			UG - 6	Are hydrants installed on at least a 6" main if looped system; or an 8" main if not looped system?	NFPA 24, 13
			UG - 7	Are mains designed to avoid dead-end mains exceeding 600' if it is less than 10' in diameter?	NFPA 24, 13
				<i>Type Of Pipe</i>	
			UG - 8	Does the plan indicate the type of pipe to be used?	NFPA 24, 13
				<i>Joints</i>	
			UG - 9	Does the plan show details of joints to be used; restraints, thrust blocks, etc?	NFPA 24, 13
			UG - 10	Does the plan show details for hydrant installations?	NFPA 24, 13
			UG - 11	Does the plan show sectional valves installed in large system at every 6 hydrants	NFPA 24, 13
			NOTE 1:	ARCHITECTS/DESIGNERS MUST DESIGN TO THE ADOPTED CODE AND NOT TO THIS CHECK LIST	
			NOTE 2:	ADDITIONAL ITEMS CAN BE ADDED TO THE CHECKLIST FROM TIME TO TIME. UPDATED CHECKLIST WILL BE POSTED ON THE WEBSITE	