



*Fire Chief Brett Skinner*

*Fire Marshal Capt. Jessie Knight*

*Barrow County Fire Department, 222 Pleasant Hill Church Road, NE,  
Winder, Georgia 30680*

---

**1 FULL SET OF PLANS MUST BE SUBMITTED DIGITALLY**

**DRAWING SUBMITTAL - Information**

- 1) Correct Job name and address on drawings, where applicable Building number
- 2) Drawing must be scaled (1/8" = 1'0" preferred) and provided with a graphic scale, or indicate The dimensions of each room of the building
- 3) Previous Site Plan Approval
- 4) Official Address Notification (OAN) provided by appropriate addressing department
- 5) Applicable codes on cover sheet [OCGA 120-3-33]
- 6) Occupant load and Egress calculations [7.3.1.2, 7.3.3]
- 7) Knox box location, if access control, fire alarm, and/or sprinkler system installed [IFC 506]
- 8) Emergency Radio Responder coverage verification note [IFC 510]
- 9) Drawings show:
  - a. Exit signs, placed such that no point in an exit access corridor is in excess of the rated -Viewing distance or 100' (30 m), whichever is less, from the nearest sign? [7.10.1.5.2]
  - b. Furniture, shelving and fixtures.
  - c. Means of egress headroom shown at 7' 6" [7.1.5.1]
- 10) Two (2) means of egress are provided from any balcony, mezzanine, story or portion Thereof, unless otherwise permitted in occupancy chapters [7.4.1.1]
- 11) Minimum egress width shall not be less than 36-in unless modified in the occupancy chapter [7.3.4.1]
- 12) Occupant loads between 500 and 1,000 occupants provide 3 exits, OL E 1,000 provide 4 Exits [7.4.1.2]
- 13) Exits separated by not less than 1/2 the diagonal distance of the space served [7.5.1.3.2]; Minimum 1/3 the diagonal distance when sprinkled [7.5.1.3.3]
- 14) No egress through: kitchens, storerooms, restrooms, workrooms, closets, bedrooms or Similar spaces subject to locking, only as permitted in the occupancy chapters. Exits and exit Access doors are to be designed and arranged to be readily distinguishable and recognizable. [7.5.2]
- 15) Doors shall provide not less than 32-in of clear width [7.2.1.2.3.2]
- 16) Thresholds at door openings shall not be greater than 1/2-in [7.2.1.3.3]
- 17) Door swing shall be in the direction of egress travel when serving E50 occupants, is used in An exit enclosure, or serves high hazard area [7.2.1.4.2]
- 18) Doors provided with locks, latches, or alarm devices are to be noted on plans, in a letter From ownership acknowledging submittal requirements, or provide documentation of installation To show compliance: [7.2.1.5]
  - a. Delayed-egress locking systems [7.2.1.6.1]
  - b. Access-controlled egress door assemblies [7.2.1.6.2] – Stairs require Hardware to Fail secure (positive latching).
  - c. Elevator lobby exit access door assemblies locking [7.2.1.6.3]
- 19) Stair construction details to show dimensions of tread depths and riser heights [7.2.2.2.1.1]
- 20) Stairway identification with all stair designations made with alpha characters [7.2.2.5.4]
- 21) Hand/guardrail installed as required [7.2.2.4]

- 22) Elevator lobby access to one exit [7.4.1.6]
- 23) Common path of travel shall not exceed that detailed in the relevant occupancy chapter. [7.5.1.1.4]
- 24) Dead end corridors limited to distances detailed in occupancy chapters [7.5.1.5]
- 25) Travel distance shall not exceed that required for the relevant occupancy [Table A.7.6]
- 26) Exits discharge as required [7.7]
- 27) Egress illumination is provided as required in occupancy chapters [7.8.1]
- 28) Emergency lighting is provided as required in occupancy chapters [7.9.1]
- 29) Exit signs are provided as required [7.10.1.5.2]

## **GENERAL REQUIREMENTS – FIRE PROTECTION**

- 30) Extinguishers number and location [9.7.4.1]
- 31) Exit enclosure penetrations [7.1.3.2.1]
- 32) Vertical openings protected by fire barrier walls [8.6.2]
  - A. unless as allowed [8.6.3]
  - B. enclosures are provided with shafts [8.6.4]
- 33) Provide fire-resistance rating, sprinkler protection or both as required by occupancy Chapters for hazard separations. [8.7.1.1]
- 34) Rubbish chutes, incinerators and laundry chutes protected as required [9.5]
- 35) Interior finishes rated as required for each occupancy. [Table A.10.2]
- 36) Mechanical schedule showing mechanical units having a volumetric flow rate exceeding 2,000 CFM. New HVAC exceeding 2,000 CFM must have a duct detector on the supply side of the unit [OCGA 120-3-33 IMC]
- 37) Standpipes located on each intermediate landing and additional hose connections as required to Meet required travel distances. [NFPA 14 7.3.2.2]
- 38) Life Safety Generators [NFPA 110]
- 39) Fire alarm and sprinklers to be provided as required in the occupancy chapters.
- 40) Fire/smoke damper located as required
- 41) Fire sprinkler control room/pump room (limited to 10ft fire line under slab) –
- 42) Fire pump rooms not directly accessible from the outside shall be accessible through an enclosed Passageway from an enclosed stairway or exterior exit [NFPA 20 4.12.2.1.1]
- 43) Penetration details provided with UL listing numbers
- 44) Joints details provided with UL Listing numbers
- 45) Wall construction details provided with UL listing numbers.
- 46) Fire Department access doors provided at least one in each 100 ft. [OCGA 120-3-33 IFC 504.1.1]
- 47) Generator and their associated tanks to be permitted separately
- 48) Fire sprinkler/fire alarm/hood drawings to be submitted to BCES FMO by sub-contractor
- 49) Recirculating systems installed in fully sprinkled areas [OCGA 120-3-33 NFPA 96 13.2]
- 50) Residential Hood system installed [OCGA 120-3-33 NFPA 96 1.1.4]
- 51) Combustible concealed spaces in which building materials have a flame spread index greater than Class A are exposed, protected [8.6.11.1]
- 52) Verify Exit capacity 0.2-inches for doors 0.3-inches for stairs [NFPA 101 7.3.3.1]

**1 The above is not an all-inclusive list, all applicable fire and life safety provisions must be met.**

**2 Requirements of specific occupancy checklists will also be applicable.**

**3 OCGA 120-3-3 requirements may be found: [oci.georgia.gov](http://oci.georgia.gov) > document > document > 120-3-3 > download**