

Monterey Park Fire Department

FIRE PREVENTION DIVISION

320 West Newmark Avenue – Monterey Park, California 91754-2896

Phone: (626) 307-1308 – Fax: (626) 307-2590

www.montereypark.ca.gov



General Fire Department Notes:

1. The following Fire Department requirements must be noted on the plans:

- a. Before making a request for a **fire inspection**, please read and comply with the applicable Monterey Park Fire Department requirements as noted on the approved plans. Additionally, the person requesting the inspection is responsible for meeting the inspector on time, providing access to the area requiring inspection and having an approved set of plans and supporting documents available at the time of the inspection.
- b. A fire inspection and final approval is required before the Building Department will accept a building final inspection request. Please *email your inspection request* to fireprevention@montereypark.ca.gov. The person doing the work authorized by a permit shall notify the Fire Department that such work is ready for a fire inspection.

The inspection request form is on our website at:

<http://ca-montereypark.civicplus.com/408/Forms-Standards-Guidelines>

- c. Fire department access roads and portable fire extinguishers shall be provided and maintained during construction, alternation or demolition of a building. (Fire Code, Section 3301 & 3315)
- d. An approved number or address shall be provided on all new and existing buildings in such a position as to be plainly visible and legible from the street or road fronting the property. Numbers shall be a minimum of 6-inch high by ½-inch stroke and be a contrasting background. (Fire Code, Section 505.1)
- e. The suite address designation shall be installed on or near all exterior doors of the suite in 4-inch high numbers or letters on a contrasting background. (Fire Code, Section 505.1)
- f. An approved Knox box must exist on the building or a Knox box must be provided for this building. The Knox box application form can be obtained through the Knox box website, <https://www.knoxbox.com> . (Fire Code, Section 506.1)

- g. Fire/Smoke dampers, when required, must be interconnected to the Fire Alarm (if the building is equipped with a fire alarm system). A separate plan submittal and permit is required for the alarm work. (Fire Code, Section 901.2.1)
- h. Air-moving systems (i.e. HVAC) supplying air in excess of 2,000 CFM to enclosed spaces within buildings must be equipped with automatic shut-off. When required, duct smoke detectors must be installed in the main supply-air duct served by such equipment and interconnected to the fire alarm (if the building is equipped with a fire alarm). A separate plan submittal and permit is required for the alarm work. (Mechanical Code Section 608).
- i. Portable fire extinguishers shall be installed per the Fire Code, Section 906. Start the placement of the fire extinguisher near the main exit door. Mount the fire extinguisher in a visible and accessible location, 3 to 5 feet above the finished floor to the handle. Not more than 5 feet above the finished floor for extinguishers weighing 40 pounds or less and not more than 3.5 feet above the floor for extinguishers weighing more than 40 pounds. Building with multiple floors must have at least one fire extinguisher per floor.

Light Hazard Occupancies (offices, classrooms, churches, assembly rooms, residential, etc.) required “2A10BC fire extinguishers. The maximum coverage area is 6,000 square feet per extinguisher and the maximum travel distance shall not exceed 75 feet.

Ordinary Hazard Occupancies (parking garages, retail, light manufacturing factories, warehouse without high-piled storage, etc.) require “3A40BC” fire extinguishers. The maximum coverage area is 4,500 square feet per extinguishers and the maximum travel distance shall not exceed 75 feet.

High Hazard Occupancies (auto repair, warehouse with high-piled combustible storage, flammable liquid usage, etc.) require “4A60BC” fire extinguishers. The maximum coverage area is 4,000 square feet per extinguisher and the maximum travel distance shall not exceed 50 feet.

Commercial Kitchens require a fire extinguisher listed and labeled for Class K fires to be provided within 30 feet of travel distance to commercial food heat-processing equipment.

- j. A readily visible and durable sign shall be provided above the main entrance door stating: “THIS DOOR TO REMAIN UNLOCKED DURING BUSINESS HOURS” in occupancy Group A having an occupant load of 300 or less, Groups B, F, M and S and in places of religious worship, shall be equipped with common knowledge lever type, single action hardware, unless panic hardware is specifically required. (Fire Code, Section 1010.1.9.4)

- k. All doors designated as exits, except for the main entrance in Group A3, B, F, M, and S occupancies and in all churches, must be equipped with common knowledge lever type, single action hardware, unless panic hardware is specifically required. (Fire Code, Section 1010.1.9)
- l. Additional exit signs may be required at the time of final inspection, if the ones provided do not meet the intent of the code. (Fire Code, Section 1013)
- m. If emergency illumination is existing and/or required, additional fixtures may be required to be installed (verify the requirements with the plans). The lighting must provide a minimum of one-foot candle at the floor level throughout the exit path. Testing of the fixtures will be required during the final inspection. The Fire Inspector may request a nighttime test at his/her discretion to confirm the minimum requirement of one-foot candle at floor level. (Fire Code, Section 1008.2.1)
- n. Any room having an occupant load of 50 or more where fixed seats are not installed, and which is used for assembly purposes, shall have the capacity of the room posted in a conspicuous place on an approved sign near the main exit from the room. (Fire Code, Section 1004.9)
- o. Any fire sprinkler system installation or modification requires a separate plan check submittal and approval. Work shall not commence until a fire permit is obtained. Inspection of the rough piping must be performed prior to being concealed. Ceiling tiles and/or dry wall must not be installed unless approved by the Fire Inspector. (Fire Code, Section 901.2)
- p. Any fire alarm and/or fire sprinkler system monitoring installation or modification requires a separate plan check submittal and approval. Work shall not commence until a fire permit is obtained. Inspection of the system shall be performed and subject to acceptance tests prior to operation. (Fire Code, Section 907.1.1)
- q. Other fire protection systems and appurtenances (i.e., commercial cooking operations for hood fire suppression, underground fire line, FM-200, etc.) installation or modification requires a separate plan check submittal and approval. Inspection of the system shall be performed and subject to acceptance tests prior to operation. (Fire Code, Section 904.1)
- r. Contractor's statement of compliance. Before requesting final approval of the installation of fire protection systems and appurtenances, the installing contractor shall furnish a written statement to the Fire Inspector that the subject fire protection system has been installed in accordance with approved plans and has been tested in accordance with the manufacturer's specifications and the appropriate installation standard. Any deviations from the design standard shall be noted and copies of the approvals for such deviations shall be attached to the written statement. (Fire Code, Section 901.2.1)

- s. The general contractor, the owner or the tenant must confirm that the 5-year certification of the fire sprinkler system is current. If the system is not certified, the responsible party must contact a qualified company, prior to final inspection, to certify the system. The sprinkler contractor must contact the Monterey Park Fire Department at (626) 307-1308 to witness the fire department connection back flush. The system riser must bear the label of the company that issued the five-year certification. (NFPA 25 as amended by the California Code of Regulation, Title 19).