



Fire Department – Fire Prevention Inspection Services

# **ASSEMBLY OCCUPANCY**

## **Fire Inspection Program**



# FIRE CHIEF

Calvin E. Wells



## Our Mission

Deputy Fire Marshal Anthony J. Bagan





# Fire Department Mission

Fire Department – Fire Prevention Inspection Services

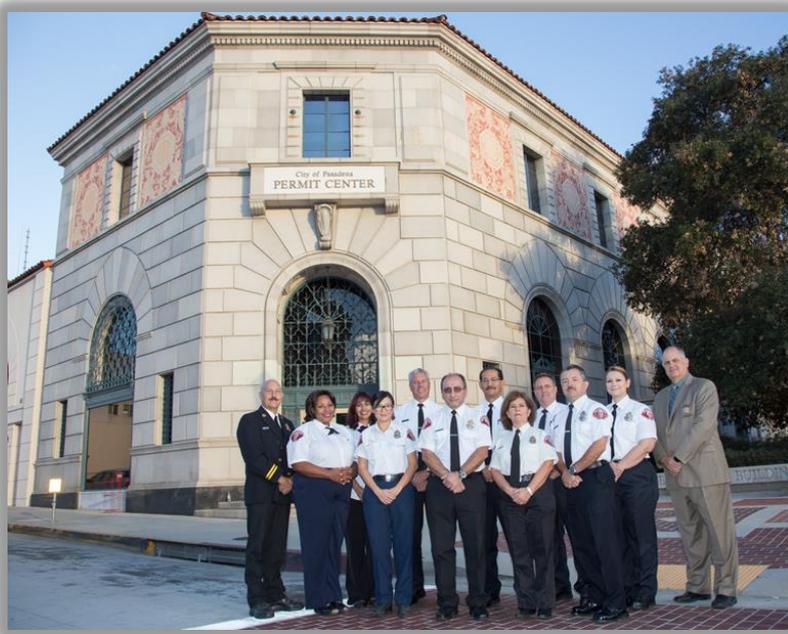
The mission of the Pasadena Fire Department is to provide protection of life, property, and the environment from the effects of fires, medical emergencies, and hazards

A photograph of the Pasadena Fire Department. In the foreground, a group of firefighters in uniform are lined up. Behind them, a red fire truck is parked with its aerial ladder extended. The background shows a large, light-colored building with arched windows and trees.



# Fire Prevention and Environmental Safety Division

## Fire Department – Fire Prevention Inspection Services



- Public Education Programs
- Plan Review and Permits
- Fire Prevention Inspections
  - > New Construction
  - > Fire and Life Safety Inspections
- Fire Investigation
  - > Causes



# Your 'Fire Inspector'

## Fire Department – Fire Prevention Inspection Services

- 6 - Professional Fire Inspectors
- Specialized Training, Education, and Experience
- 40-hour/week employee
- Permit Center (Hale Building)
- Direct Report to the Deputy Fire Marshal
- Assignments are program specific



# Assembly Occupancy Inspection Program

Fire Inspector Nicole Pesqueira





# Assembly Occupancy - Program Overview

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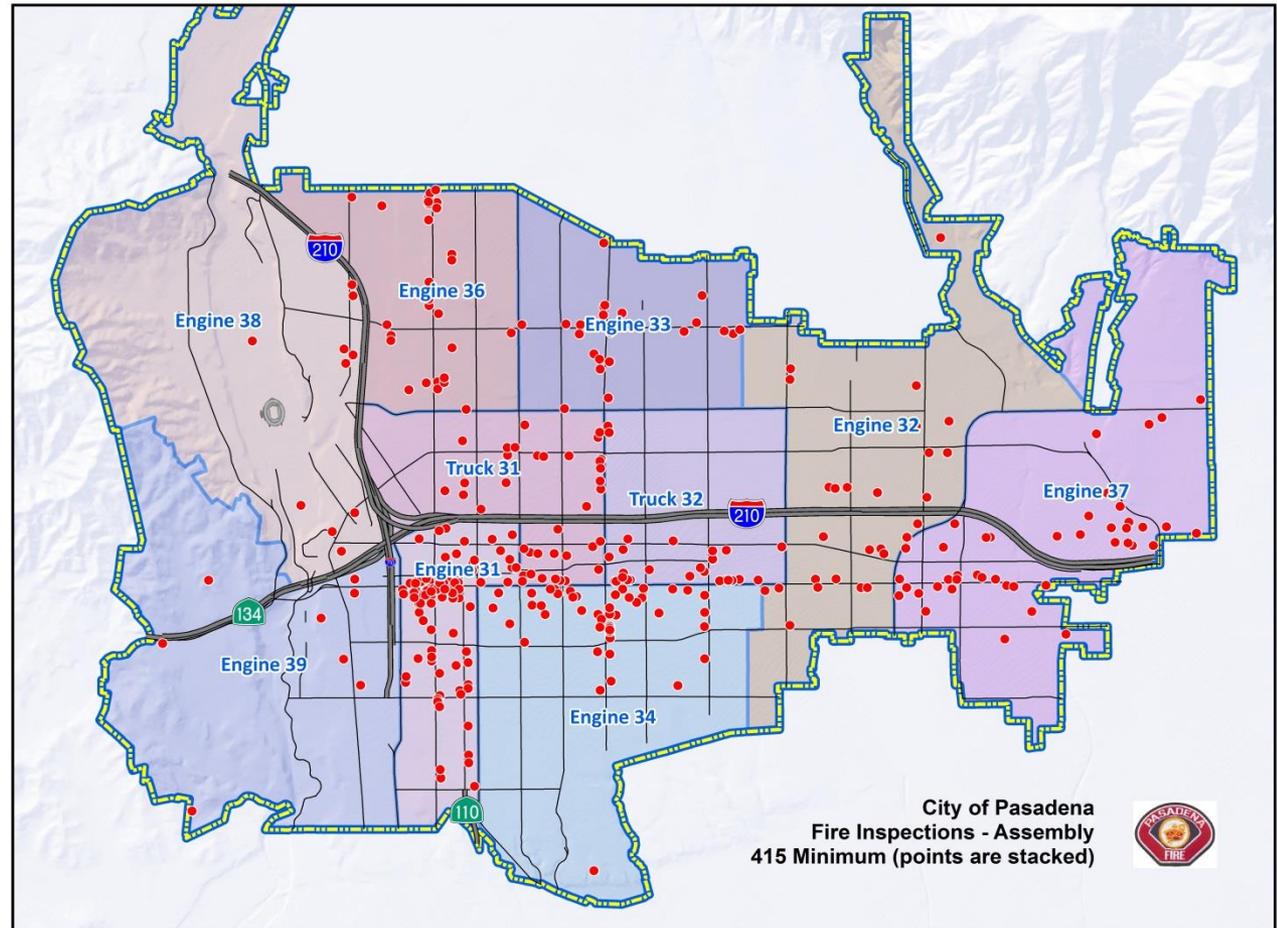
- Assembly Occupancy Definition
- Codes, Standards and Ordinances
- Inspection Type and Frequency
- The Inspection
- Inspection Check-List
- Common Deficiencies
- Permits
- Fees
- Non-Compliance



# Community Risk Assessment

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- **415 Assembly Occupancies**

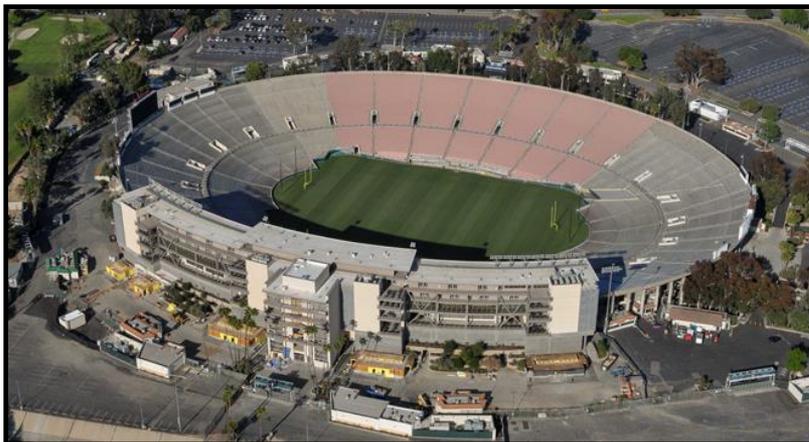




# Assembly Defined (CFC 202)

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The gathering together of 50 or more persons for such purposes as deliberation, education, instruction, worship, entertainment, amusement, drinking, dining or awaiting transportation.



PASADENA



# Codes, Standards & Ordinances

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- California Fire Code
- California Building Code
- Pasadena Municipal Code
- California Code of Regulations - Title 19
- National Fire Protection Association
- Health & Safety Code



# Inspection Type and Frequency

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- **Types of Inspections**
  - > New Construction/Tenant Improvement
  - > Fire & Life Safety
  - > Permit Operations
  - > Special Events
- **Frequency**
  - > New Construction/Tenant Improvement– As Required
  - > Assembly Occupancies – Inspected Annually
  - > Permit Operations- Inspected Annually or As Needed
  - > Special Events – Event Driven



# The Inspection

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- Introduction to Designee Upon Arrival
- Inspection
  - > Designee to Accompany Inspector
- Provide Proper Contact Information
  - > Name, Address, Phone, & E-mail
    - Building Owner
    - Business Owner/Manager
    - In Case of Emergency



# The Inspection

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- Access to All Areas of Facility
- Bring Pen and Paper to Take Notes
- Identify and Explain All Violations
- Documentation
  - > Have all fire protection system and emergency lighting certifications ready for the inspector to review if applicable.
  - > Written Notification of Violations Noted





# Inspection Check-List

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1. Fire Department Access
2. Extinguishers
3. Exiting
4. Housekeeping
5. Electrical
6. Fire Protection Systems
7. Permits
8. Posting of Occupant Load



# Inspection Check-List - Access

Fire Department – Fire Prevention Inspection Services

- Access
- Address numbers





# Inspection Check-List - Access

Fire Department – Fire Prevention Inspection Services

- Fire Lanes





# Inspection Check-list - Extinguishers

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- In Place Where Required
- Properly Mounted
- Properly Identified
- Accessible
- Serviced and Tagged





# Inspection Check-list - Exiting

Fire Department – Fire Prevention Inspection Services

- Exit Signs





# Inspection Check-list - Exiting

Fire Department – Fire Prevention Inspection Services

- **Exiting System / Means of Egress**
  - > Aisles and Access
    - > Unobstructed access to the public way
      - Pathway
      - Corridors
      - Stairs
      - Outside

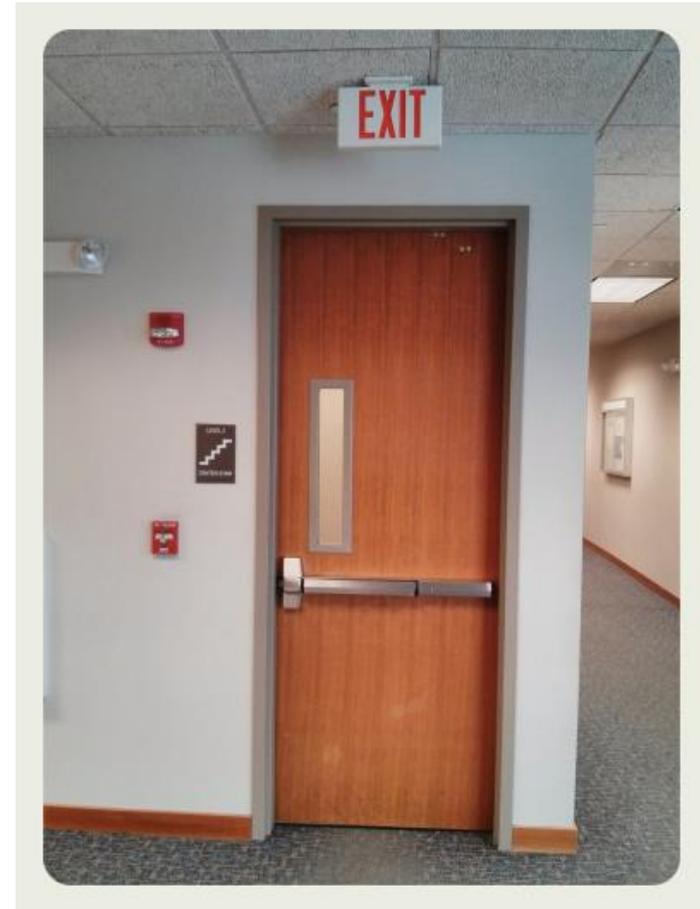




# Inspection Check-list - Exiting

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- Exit Door Functionality
  - > Hardware
  - > Swing





# Inspection Check-list - Housekeeping

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- Storage
  - > Ceiling Clearance
    - 18” below ceiling if building is equipped with fire sprinklers
    - 24” below the ceiling in non-sprinklered buildings
  - > Clearance from Electrical Panels





# Inspection Check-list - Housekeeping

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- Trash and Combustible Accumulation



- Clearance Around Fire Protection System Components





# Inspection Check-list - Electrical

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- **Extension Cords**
  - > Temporary
  - > 90-days Max
  - > Wear and Tear
  - > Not Allowed to Take the Place of Permanent Wiring
- **Multi-plug Adapters**
  - > UL Listed
  - > Plugged Directly into Wall





# Inspection Check-list – Fire Protection Systems

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- Documentation of Testing and Certification
- Accessibility
- Maintenance

## Fire Sprinklers

## Fire Alarm System

## Hood Extinguishing Systems

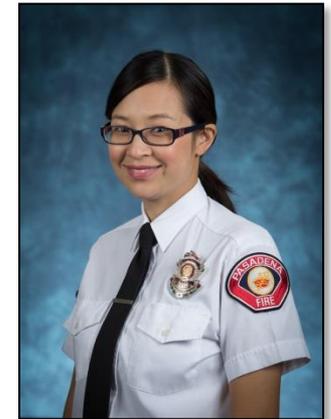
## Fire Standpipe System



# Inspection Check-list – Hazardous Materials

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- Permit Required
- Storage of Compressed Gas
  - > Carbon Dioxide
  - > Nitrogen
  - > Helium
  - > Propane



Kim Yu  
Hazardous Materials  
(626)744-7193



# Inspection Check-list – Occupant Load

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- Occupant Load Sign
  - > Contrasting Color
  - > Conspicuous Location Near Main Exit
  - > Number of Occupants Permitted for Room Use





# Common Deficiencies

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- Flame Certification



- Fire Extinguisher Visibility & Accessibility
- Emergency Lighting & Exit Sign Illumination (90-Minute Test & Certification)





# Permits Required (CFC1001.3.4)

## Fire Department – Fire Prevention Inspection Services

- Types of Permits
  - > Building Permits
  - > Operational Permits
    - Assembly
    - Open Flame
      - » Candle
      - » Cooking
    - Tents/Special Event
    - Hazardous Materials
- Issuance and Posting
- Suspension or Revocation

 **Pasadena Fire Department**   
**Assembly Permit**

**Business Name:** \_\_\_\_\_ **FPI #:** \_\_\_\_\_  
**Business Owner:** \_\_\_\_\_ **Issue Date:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Expiration Date:** \_\_\_\_\_  
**Assembly Type:** \_\_\_\_\_ **Occupancy Load:** \_\_\_\_\_

Assembly A-1 Production/Viewing of Performing Arts or Motion Pictures  
Assembly A-2 Food and/or Drink Consumption or Banquet Halls  
Assembly A-3 Worship, Recreation or Amusement  
Assembly A-4 Viewing of Indoor Sporting Events and Activities with Spectator Seating  
Assembly A-5 Participation In or Viewing of Outdoor Activities

An assembly is the gathering of 50 or more persons for such purposes as deliberation, education, instruction, worship, entertainment, amusement, drinking, dining, or awaiting transportation. The above operations are permitted by Chapter 1 of the 2013 California Fire Code.

Conditions surrounding and arrangements are to be made in accordance with the California Fire Code and other relevant City, State and Federal statutes. This permit is subject to suspension or revocation for proper cause or when necessary for the public safety.

**THIS PERMIT IS TO BE POSTED AT ALL TIMES ON THE PREMISES. ANY CHANGE IN USE OR OWNERSHIP SHALL REQUIRE A NEW PERMIT.**

Pasadena Fire Department  
215 N Marengo Ave., Suite 135  
Pasadena, CA 91101  
(626) 744-4655



# Post-Inspection Follow-up

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- Re-Inspection Timeline
  - > Dependent on Violation Type
    - 2-Weeks
    - 4-Weeks
  - > Some Code Violations Will Require **Immediate Action**
    - Blocked / Locked exits
    - Non-functioning Fire Protection Systems - **FIRE WATCH**
    - Non-permitted or Unsafe Operations



# Inspection Fees and Fines

FY 2015 General Fee Schedule Adopted

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- **Inspection Fees**
  - > \*\$111.00/hour
  - > 15-minute minimum
  - > Initial Inspection + Re-Inspections
- **Permit Fees**
  - > Processing Fee
    - \$202.00/hour
    - 15-minute minimum per permit



# Non-Compliance

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- **Non-Compliance May Result In:**
  - > Re-inspection Fees
  - > Administrative Citation(s)
    - » Re-inspection Fines \$106-\$1,072
    - » Per violation
  - > Criminal Citation(s)
    - Fines and Penalties
    - Court Appearance
  - > Suspension or Revoking Operational Permits
    - Notification to other agencies: Health Department, Building and Safety, Police Department, AQMD





# Scheduling an Inspection

Fire Department – Fire Prevention Inspection Services

- **Appointments / Scheduled Inspections**
  - > E-mail [npesqueira@cityofpasadena.net](mailto:npesqueira@cityofpasadena.net)
  - > (626) 744-7068
- **Impromptu**
  - > During Normal Business Hours
  - > No Negative Impact on Operations
- **Citizen Complaint**
  - > Overcrowding conditions
  - > Blocked Exits
  - > Subject to fines



# Thank you

Fire Department – Fire Prevention Inspection Services

## PASADENA FIRE DEPARTMENT



SERVING THE CITY OF PASADENA FOR 125 YEARS