CHAPTER 11 – APPENDICES

APPENDIX 8 – KANSAS STATE FIRE MARSHAL PLAN
SUBMITTAL GUIDELINES
KANSAS LICENSED ARCHITECTS AND ENGINEERS: PLEASE DO NOT SUBMIT COMPLETE CONSTRUCTION DOCUMENTS TO THE KANSAS STATE FIRE MARSHAL FOR REVIEW. READ ON.

Kansas Statutes assign the Kansas State Fire Marshal Office (KSFM) the responsibility of establishing reasonable and uniform regulations to ensure a minimum level of life safety by providing exiting, occupant notification, fire detection, and suppression in buildings. Refer to the matrix on the back page of this guide for the occupancies the KSFM reviews and inspects. These regulations (and others) form the Kansas Fire Prevention Code. In order to meet the intent of the Kansas Fire Prevention Code and other Kansas Statutory requirements new construction (and some changes of building use - see matrix on back page) is required to:

a) be under the direct supervision of a licensed design professional (architect or engineer).
b) be designed and constructed to the criteria established by one of the three model building codes adopted in Kansas regulation.
c) either have plans reviewed for compliance to code intent and/or receive a building permit from a local building and/or fire authority (where available) with building inspections during construction and receive a certificate of occupancy prior to formal use.

Kansas architects, engineers, building code officials, and fire officials shoulder the responsibility for providing third party objective evaluation of the fire safety features of newly constructed buildings. We recognize resources may not be readily available to verify new construction is designed and built to meet the intent of the Kansas Fire Prevention Code. This does not diminish our responsibilities – it only forces creative use of available resources. The three major members of the fire protection team are the building owners & operators, the Kansas State Fire Marshal's Office, and the licensed design professionals. All must work together to facilitate the efficient use of resources – fire protection and life safety features must be included in the original design concept and not "force fit" at a later stage.

The Kansas State Fire Marshal's Office is beginning an effort to capitalize on the effectiveness of plan review to ensure a higher degree of quality in new construction. Architects generate building designs to protect occupant safety and well being, but much of the code criteria used to design and construct the building is not formally recorded. Coherent code inspections are therefore nearly impossible.

This guidance is an effort to change that.

Our objective is to formalize code criteria into a unique format providing a "snap-shot", small scale building plan with key code information shown in a contextual form. The "code footprint" can reduce redundancy and increase coordination of effort among all involved with new construction. Full implementation may take up to five years, and the KSFM will begin the process with a simplified plan review of code footprints for selected buildings the Kansas State Fire Marshal is required to inspect annually. A sample code footprint is included in this guide. A list of information requested to appear on the code footprint is also attached.

Program implementation will include the following steps:

1) Clarify general statutory and regulation requirements with licensed architects.
2) Inform licensed architects of KSFM code footprint submittal requirements.
3) Inform licensed architects of plan review activities conducted by the KSFM.
4) Inform design engineers of the above.
5) Provide notification to regulated community of same (according to inspection priority).
6) Clarify requirements with authorized agents (local fire and building officials).
7) Plan inspections of new construction to verify construction per the submitted footprint.
8) Plan "random audit" inspections of buildings built after a certain time to ensure they are being maintained in accordance with their code footprint and follow up with appropriate enforcement.

KANSAS STATE FIRE MARSHAL/CODE FOOTPRINT FORMAT

All submittals of new buildings and additions to be reviewed and approved by the Kansas State Fire Marshal's Office are required to provide the following information for review and approval in lieu of the construction documents. A separate sheet with a small scale complete floor plan (including existing and new) of each floor of the facility to become part of the construction documents which indicate the following (additionally a reduced copy of the complete information on no larger than 11" x 17" sized sheet):

**PLAN INFORMATION REQUIRED**
- A graphic bar scale/ North arrow.
- All permanent partitions 5'-9" or taller.
- Each room labeled (Keynoting or legends are acceptable).
- Each assembly room shall list its occupant load under room name.
- Identify new construction, existing to remain, remodeled area, area relocated. (Keynoting.)
- Stair enclosures & shaft enclosures with minimum fire resistive openings allowed.
- The perimeter of all rated corridors with minimum fire resistive openings allowed.
- Occupancy separations or protection from hazards.
- Fire rated area separation walls dividing diverse construction types or for consideration of portions of a facility as a separate building and required opening ratings.
- Horizontal exits or smoke partitions with opening ratings
  - **Fire Department connections/ Fire Department access roads.**
  - Distances to property line and adjoining buildings when within 60 feet.
  - Location of any anticipated future additions (dotted lines)

**NARRATIVE REQUIRED**
- Indication of which codes the new construction work designed to (UBC and family of codes, BOCA and family of Codes, SBC and family of Codes and any additional state regulations specifically applicable to the building use.)

  Type of Construction: New, addition, or renovation, change of use
  Location: County, city, street
  Owner / Date
  Name of Local Fire Department (providing service)
  Name of Local Building Inspection Department (when available)

  Each portion of a building on each side on a compliant fire resistive area separation wall shall provide narrative information on the submitted sheet related to the following:
  - Each occupancy group and type
  - Type of construction
  - Total area per floor/ approximate grade elevation at each corner of the building and finish floor
  - Allowed stories and height limitations
    - (New or existing)

  Structural Fire Protection Ratings
  - Proposed approved assembly numbers
    - Interior bearing walls
    - Exterior bearing walls
    - Exterior nonbearing walls
    - Structural frame
    - Permanent partitions
Shaft enclosures
Floors
Roofs
Exterior Openings

Fire Safety: (Sprinklers, standpipes, fire alarms, fire extinguishers, smoke detectors, battery emergency lighting, exit lights, generators, hood systems, or others specify, fire lanes, disconnect switch locations, and fire department connections).
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