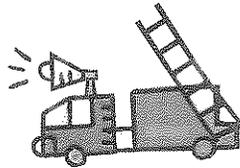


City of Signal Hill Fire Department Requirements 2013

(05/22/13)



City of Signal Hill
Community Development Department
2175 Cherry Avenue
Signal Hill, CA 90755
(562) 989-7340
www.cityofsignalhill.org



FIRE DEPARTMENT REQUIREMENTS

The City of Signal Hill contracts with the County of Los Angeles Fire Department for fire protection services.

Fire Protection Plan Check - applicants are responsible for submitting plans to the County of Los Angeles Fire Department for plan check approval. Plans must be approved before the issuance of building permits. Developers must submit plans to the Fire Department for review and approval separate from the City building plan check process.

The Fire Department website describes submittal requirements. To access forms required for residential and building plan check requirements, please visit their website at www.fire.lacounty.gov. At the top of the tool bar, select "Doing Business," then select the link on the left "Fire Prevention," then "Forms."

For **New Projects** submit for plan check to

Fire Prevention Division Headquarters

5823 Rickenbacker Road
Commerce, CA 90040-3027
(323) 890-4125

www.fire.lacounty.gov

Hours to drop off plans: 7:30 a.m. to 5:00 p.m.

Counter Hours: 7:30 a.m. to 10:30 a.m.

For **Tenant Improvement Projects** submit for plan check to

East Region Cerritos

19030 Pioneer Blvd.
Cerritos, CA 90701
(562) 860-8014 Fax (562) 403-1452

Hours: 8:00 a.m. to 10:00 a.m.

Please call in advance to confirm

FIRE DEPARTMENT REQUIREMENTS (continued)

Forms for all projects

- All Weather Access Requirements

Forms for Single Family Dwellings

- Access Standard for Single Family Residences
- Information on Fire Flow Availability for Building Permit for Single Family Dwellings (R-3)
- Residential Plan Check Information Sheet

Forms for Other than Single Family Dwellings

- Building Plan Check Information Sheet
- Information on Fire Flow Availability for Building Permit for All Buildings Other Than Single Family Dwellings (R-3)
- Notice to Prospective Businesses – Statement of Intended Use
- City of Signal Hill Construction Adjacent to Oil Wells

Hazardous Materials (if applicable)

- Hazardous Material Classification – refer to table to submit to Fire Inspector for plan check

Projects involving hazardous materials may be reviewed by the Fire Department at alternative locations. Please review Hazardous Material Classification sheet; call in advance to determine if your project requires special review and where to take your plans.

Electronic Data and Permit Tracking System (eDAPTS)

The County of Los Angeles Fire Department has implemented a computer plan check process. The new Electronic Data and Permit Tracking System (eDAPTS) requires the input of the Assessor's Parcel Number (APN) in order to start the plan check process.

All Building, Sprinkler and Alarm permits submitted for review shall be required to have the correct address, as well as the Assessor's Parcel Number. The system requires this information to process the plan check and may be obtained at <http://assessormap.co.la.ca.us/mapping/viewer.asp>. Plan submittals that do not include the correct address and Assessor's Parcel Number will not be accepted in for plan check.



COUNTY OF LOS ANGELES FIRE DEPARTMENT FIRE PREVENTION DIVISION

REV 04/03

ALL WEATHER ACCESS REQUIREMENTS

All development constructed within the jurisdiction of the County of Los Angeles Fire Department shall comply with Sections 902 and 901.3 (fire apparatus access roads; timing of installation of fire protection facilities, respectively) of the Los Angeles County Fire Code. For clarification purposes of Section 902.2.2.2, the term all-weather driving capabilities shall mean a surface that will support the imposed loads of a fire apparatus during inclement weather, including normal rainfall. All weather access roads shall be installed and made serviceable prior to and during the time of construction. Permissible access road construction may include, but not be limited to the following:

- A. Three inch (3") Type II A.C. pavement on four inch (4") crushed aggregate base.
- B. Six inch (6") Type II A.C. pavement on native soil.
- C. Six inch (6") Portland cement concrete pavement on native soil.
- D. Four inch (4") crushed aggregate base (sand, gravel mix compacted to 95% or greater) with the first layer of asphalt.

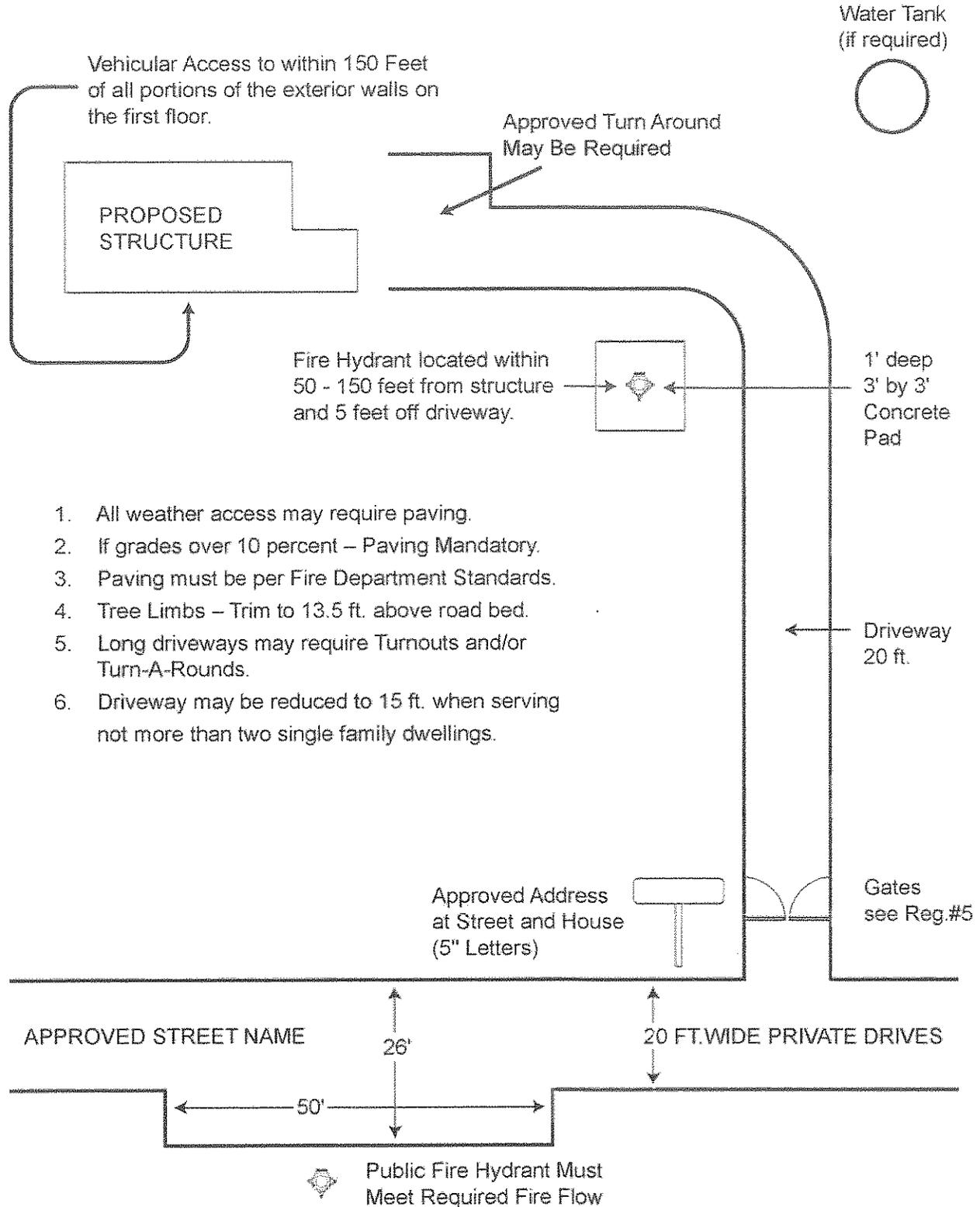
Access road construction shall be governed by specifications as set forth by the County of Los Angeles Department of Public Works, or modified as prepared by a State of California registered civil engineer.



REV 04/03

COUNTY OF LOS ANGELES FIRE DEPARTMENT FIRE PREVENTION DIVISION

ACCESS STANDARD FOR SINGLE FAMILY RESIDENCES



1. All weather access may require paving.
2. If grades over 10 percent – Paving Mandatory.
3. Paving must be per Fire Department Standards.
4. Tree Limbs – Trim to 13.5 ft. above road bed.
5. Long driveways may require Turnouts and/or Turn-A-Rounds.
6. Driveway may be reduced to 15 ft. when serving not more than two single family dwellings.



REV 05/03

COUNTY OF LOS ANGELES FIRE DEPARTMENT FIRE PREVENTION DIVISION

Fire Prevention Engineering
5823 Rickenbacker Road
Commerce, CA 90040-3027
Telephone (323) 890-4125 Fax (323) 890-4129

RESIDENTIAL PLAN CHECK INFORMATION SHEET

The following information is essential to the Fire Prevention Engineering Section in order to process your plans promptly. Plans should also be submitted to your local Building and Safety Office.

Appointments to discuss Fire Department requirements may be made between 7:30 a.m. and 10:30 a.m. The main office is located at 5823 Rickenbacker Road, Commerce, CA 90040-3027. Phone number is (323) 890-4125.

Information required for initial plan check submittal:

1. A vicinity map showing the subject property with distances in feet from nearest cross street.
2. Address of subject property.
3. Square footage of structure for each floor and number of floors.
4. Show all existing public fire hydrants within 450 feet of all property lines. Indicate size of barrel and hydrant outlets. (i.e. 6"x4"x2½" or 4"x2½")
5. Size of lot.
6. Width of public/private street serving property.
7. Properly completed fire flow availability form. (Form #195).
8. Two complete sets of architectural plans. (Note: 4 complete sets for final approval)

Requirements regarding all-weather access, road improvements, and fire hydrants shall be completed prior to construction.

Resubmittals must incorporate all corrections as verbatim notes into the blueprints on the site plan. Four complete sets of architectural plans are required for final approval.



**COUNTY OF LOS ANGELES FIRE DEPARTMENT
FIRE PREVENTION DIVISION**

FORM 195
Rev. 05/13

Fire Prevention Engineering
5823 Rickenbacker Road
Los Angeles, CA 90040
Telephone (323) 890-4125 Fax (323) 890-4129

Information on Fire Flow Availability for Building Permit

For Single Family Dwellings (R-3)

INSTRUCTIONS:

Complete parts I, II (A) when:

Verifying fire flow, fire hydrant location and fire hydrant size.

Complete parts I, II (A), & II (B) when:

For buildings equipped with fire sprinkler systems, and/or private on-site fire hydrants.

**PROJECT INFORMATION
(To be Completed by Applicant)**

PART I

Building Address: _____

City or Area: _____

Nearest Cross Street: _____

Distance of Nearest Cross Street: _____

Property Owner: _____ Telephone: () _____

Address: _____

City: _____ Zip Code _____

Occupancy (Use of Building): _____ Sprinklered: Yes No

Type of Construction _____

Square Footage: _____ Number of Stories: _____

Present Zoning: _____

Applicant's Signature

Date

PART II (A) INFORMATION ON FIRE FLOW AVAILABILITY
(Part II to be completed by Water Purveyor)

The distance from the fire hydrant to the property line is _____
feet via vehicular access. The fire flow services will be rendered from a _____
inch diameter water main. The hydrant is located on _____
_____ (Street)
_____ of _____
(Feet) (Direction) (Nearest Cross - Street)

Under normal operating conditions the fire flow available from this _____
hydrant is _____ GPM at 20 PSI residual for 2 hours at _____ PSI Static
(Size)

PART II (B) SPRINKLERED BUILDINGS ONLY

Detector Location:(check one) Above Grade Below Grade Either

Backflow protection required (fire sprinklers/private hydrant): Yes No

Type of Protection Required:(check one)

Double Check Detector Assembly Reduced Pressure Principal Detector Assembly

Other _____ Domestic Meter Size _____

PART II (C)

Water Purveyor _____ Signature _____

Date _____ Title _____

PART III Conditions for Approval by the Fire Department

The building permit may be issued for single family dwellings when the above information is complete and shows that the following minimum requirements are met and the property is not in the High Fire Hazard Severity Zone or the Very High Fire Hazard Severity Zone.

*The water system is capable of delivering at least 1250 GPM at 20 PSI for two hours.

*The structure is less than 3,600 square feet.

*The distance from the structure to the fire hydrant does not exceed 450 feet via vehicular access.

*The proposed construction must be within 150 feet of a vehicular access roadway that is a minimum of 20 feet wide, paved with concrete or asphalt and does not exceed 15% grade

APPROVED BY _____ DATE _____ OFFICE _____

This Information is Considered Valid for Twelve Months

Fire Prevention Division approval of the site plan will be required before a Building Permit can be issued by the Building Department.



COUNTY OF LOS ANGELES FIRE DEPARTMENT FIRE PREVENTION DIVISION

Fire Prevention Engineering
5823 Rickenbacker Road
Commerce, CA 90040-3027
Telephone (323) 890-4125 Fax (323) 890-4129

BUILDING PLAN CHECK INFORMATION SHEET

The following information is essential to the Fire Prevention Engineering Section in order to process your plans promptly. Plans should also be submitted to your local Building and Safety Office.

Appointments to discuss Fire Department requirements may be made between 7:30 a.m. and 10:30 a.m. The main office is located at 5823 Rickenbacker Road, Commerce, CA 90040-3027. Phone number is (323) 890-4125.

Information required for initial plan check submittal:

1. A vicinity map showing the subject property with distance (in feet) from the nearest cross street.
2. Address of subject property.
3. Type of construction (per Building Code).
4. Occupancy code classification (per Building Code).
5. Square footage of structure per floor and number of floors.
6. Show all existing public fire hydrants within 300 feet of all property lines. Include size of barrel and hydrant outlets. (i.e. 6X4X2 ½ or 4X2 ½)
7. Two complete set of architectural plans. (Note: 4 complete sets for final approval)
8. A properly completed fire flow availability form. (Form #196).

Requirements regarding all-weather access, road improvements, and fire hydrant installation shall be completed prior to construction.

Resubmittals must incorporate all corrections as verbatim notes into the blueprints on the site plan. Four complete sets of architectural plans are required for final approval.



COUNTY OF LOS ANGELES FIRE DEPARTMENT
FIRE PREVENTION DIVISION

FORM 196
Rev. 04/03

Fire Prevention Engineering
5823 Rickenbacker Road
Commerce, CA 90040
Telephone (323) 890-4125 Fax (323) 890-4129

Information on Fire Flow Availability for Building Permit

For All Buildings Other Than Single Family Dwellings (R-3)

INSTRUCTIONS:

Complete parts I, II (A) when:

Verifying fire flow, fire hydrant location and fire hydrant size.

Complete parts I, II (A), & II (B) when:

For buildings equipped with fire sprinkler systems, and/or private on-site fire hydrants.

PROJECT INFORMATION
(To Be Completed By Applicant)

PART I

Building Address: _____

City or Area: _____

Nearest Cross Street: _____

Distance of Nearest Cross Street: _____

Applicant: _____ Telephone: () _____

Address: _____

City: _____

Occupancy (Use of Building): _____ Sprinklered: Yes No

Type of Construction: _____

Square Footage: _____ Number of Stories: _____

Present Zoning: _____

Applicant's Signature

Date

PART II-A

**INFORMATION ON FIRE FLOW AVAILABILITY
(To be completed by Water Purveyor)**

Location _____

Distance from _____ Hydrant Number _____
Nearest Property Line _____ Size of Hydrant _____ Size of Water main _____

Static PSI _____ Residual PSI _____ Orifice size _____ Pitot _____

Fire Flow at 20 PSI _____ Duration _____ Flow Test Date / Time _____

Location _____

Distance from _____ Hydrant Number _____
Nearest Property Line _____ Size of Hydrant _____ Size of Water main _____

Static PSI _____ Residual PSI _____ Orifice size _____ Pitot _____

Fire Flow at 20 PSI _____ Duration _____ Flow Test Date / Time _____

Location _____

Distance from _____ Hydrant Number _____
Nearest Property Line _____ Size of Hydrant _____ Size of Water main _____

Static PSI _____ Residual PSI _____ Orifice size _____ Pitot _____

Fire Flow at 20 PSI _____ Duration _____ Flow Test Date / Time _____

PART II-B SPRINKLERED BUILDINGS/PRIVATE FIRE HYDRANTS ONLY

Detector Location (check one) Above Grade Below Grade Either

Backflow Protection Required (Fire Sprinklers/Private Hydrant) (check one) Yes No

Minimum Type of Protection Required (check one) Single Check Detector Assembly

Double Check Detector Assembly Reduced Pressure Principle Detector Assembly

Water Purveyor _____

Signature _____

Date _____

Title _____

This Information is Considered Valid for Twelve Months

Fire Department approval of building plans shall be required prior to the issuance of a Building Permit by the jurisdictional Building Department. Any deficiencies in water systems will need to be resolved by the Fire Prevention Division only prior to this department's approval of building plans.



**COUNTY OF LOS ANGELES FIRE DEPARTMENT
FIRE PREVENTION DIVISION**

11/05

HAZARDOUS MATERIAL CLASSIFICATION

This is an example of how all Hazardous Materials should be classified according to Table 3-D and 3-E of the Los Angeles County Building Code and shall be submitted to the Inspector for plan check.

FLAMMABLE / COMBUSTIBLE LIQUIDS

NAME OF PRODUCT	FLASH POINT	BOILING POINT	TOTAL QUANTITY	UBC CLASSIFICATION
Diesel #2	125°F	449.6°F	500 GAL	II
Rotella Multi-grade Oil	380°F	N/A	150 GAL	III-B
Gasoline	-36°F	100.4 – 399.2°F	1,000 GAL	I-B
Mineral Spirits	126°F	302°F	90 GAL	II
Toluene	40°F	231.8°F	100 GAL	I-B
Acetone	20°F	132.8°F	70 GAL	I-B
Methanol, 20% aqueous solution	108°F	186 °F	150 GAL	II

HAZARDOUS MATERIALS

NAME OF PRODUCT	CLASSIFICATION	pH LEVEL FLASH POINT	QUANTITY
Phosphoric Acid	CORR, OHH	pH 1.0	40 GAL
Sodium Bisulfate	CORR	pH 1.4	310 GAL
Carbonyl	TOX		45 GAL
Portland Cement	IRR		32,900 LBS
Toluene	IRR	40°F	100 GAL
Methanol, 20 % Aqueous solution	IRR	108°F	150 GAL

COMPRESSED GASES

NAME OF PRODUCT	CLASSIFICATION	FLASHPOINT	QUANTITIES
Propane	Liquid Gas	-155°F	1,000 cubic feet



COUNTY OF LOS ANGELES FIRE DEPARTMENT
FIRE PREVENTION DIVISION

Form 30 (8/05)

NOTICE TO PROSPECTIVE BUSINESSES
STATEMENT OF INTENDED USE

Various processes and situations in commercial and industrial establishments can create fire and life safety hazards. In order to provide a reasonable degree of safety to life and protection of property, specific requirements have been established in the Fire, Building, and Life Safety Codes. To help us assess what particular laws apply to your business, please provide the following information:

PART I - Building Information

Business Name: _____

Business Address: _____

Number of Buildings: _____ Type of Construction: _____ Square Footage: _____

PART II - Questionnaire

Yes No

- 1. Will your store or handle an aggregate quantity aerosol products in excess of 500 lbs.?
2. Will you install or operate a stationary lead-acid battery system more than 100 gallons?
3. Will you produce dust or loose combustible fibers in excess of 100 cubic feet?
4. Will you be storing more that 2500 cubic feet of combustible materials (boxes, rubber)?
5. Will you store, handle or use compressed gases? (Table 105-A)
6. Will you produce, store or handle cryogenes? (Table 105-B)
7. Will you engage in the business of dry cleaning?
8. Will you conduct an operation which produces combustible dusts (i.e. flour, magnesium)?
9. Will you have any explosives or blasting agents?
10. Will you store, handle, use or dispense flammable or combustible liquids?
11. Will you store, transport on site, dispense, use or handle hazardous materials? (Table 105-C)
12. Will you have over 500 square feet of high-piled combustible storage? (>12 feet)
13. Will you store, handle or use liquefied petroleum gases (LPG)?
14. Will you melt, cast, heat treat or grind more than 10 lbs. of magnesium?
15. Will you have a motor vehicle fuel-dispensing station?

- | | Yes | No |
|---|--------------------------|--------------------------|
| 16. Will you manufacture more than 1 gallon of <u>organic coating</u> per day? | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Will you operate an <u>industrial baking or drying oven</u> ? | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. Will you operate a <u>place of assembly</u> (Drinking, Dining, or Gathering) for more than 50 people? | <input type="checkbox"/> | <input type="checkbox"/> |
| 19. Will you store or handle <u>radioactive materials</u> ? | <input type="checkbox"/> | <input type="checkbox"/> |
| 20. Will you have a <u>refrigeration</u> system with >220 lbs. Group A1 or >30 pounds of any other refrigerant? | <input type="checkbox"/> | <input type="checkbox"/> |
| 21. Will you operate a <u>repair garage</u> for servicing or repairing automobiles? | <input type="checkbox"/> | <input type="checkbox"/> |
| 22. Will you be conducting <u>hot work</u> (welding, cutting or use flame producing devices or torches)? | <input type="checkbox"/> | <input type="checkbox"/> |
| 23. Will you <u>apply flammable or combustible liquids</u> (Spray booth, Dip tank, Powder Coating, Rolling)? | <input type="checkbox"/> | <input type="checkbox"/> |
| 24. Will you store over 1000 cubic feet of <u>tires</u> in an outside area? | <input type="checkbox"/> | <input type="checkbox"/> |
| 25. Will you <u>store, lumber, wood chips, hogged material or plywood</u> in excess of 200 cubic feet? | <input type="checkbox"/> | <input type="checkbox"/> |
| 26. Is your building equipped with automatic fire sprinklers? If YES then: | <input type="checkbox"/> | <input type="checkbox"/> |
| a) Calculated sprinkler system _____ GPM/SqFt _____ Design Area (i.e. .3/3000)
(Density and certification information can usually be found on labels on the main sprinkler system riser for each system) | | |
| b) Pipe Schedule (non-calculated) sprinkler system, Date system installed _____ | | |
| c) Early Suppression Fast-Response (ESFR) sprinkler system _____ PSI ESFR K Factor _____ | | |
| d) Other type Sprinkler System – list type and location: _____ | | |
| e) Date of last sprinkler system 5 year certification (Title 19 CCR) – LA County Form 410C: _____ | | |
| f) Fire sprinkler alarm monitoring company: _____ | | |
| 27. Is your building equipped with automatic fire detection (smoke detector, heat detector, manual pull)? | <input type="checkbox"/> | <input type="checkbox"/> |
| a) Date of last alarm system certification: _____ | | |
| b) Alarm monitoring company: _____ | | |

PART III – Intended Use Statement

1. Number of employees: _____
2. Hours of operation: _____ To _____
3. Describe the method of disposing of combustible or hazardous waste materials.

4. **SUBMIT LETTER:** Submit a signed, legible letter (preferably type written and on your company's letterhead) stating your intended use for the property. In the letter, describe materials you will be storing and using on the property. Explain the method of storage (e.g. racks, pallets), storage dimensions, and where the materials will be located on the property. Describe how you will be using the materials. Explain any alterations to the building that are planned. (See attached example).
5. **SUBMIT SITE PLAN/FLOOR PLAN:** Submit site plan drawn to rough scale showing the property size and location, building size and location on property: both in square feet. Show all exit doors, fire extinguishers, fire hose cabinets, special fire or life safety systems, and any item(s) marked "yes" in Part II. (See attached example).

6. **FIRE EXTINGUISHER REQUIREMENTS:**

- Light Hazard** occupancy (office, classrooms, medical offices, etc.) Provide a minimum of (1) 2A10BC rated fire extinguisher mounted in an accessible conspicuous area. One extinguisher is required for every 6000 square feet and the travel distance to a fire extinguisher shall not exceed 75 feet from any point.
- Ordinary Hazard** occupancy (mercantile storage, dining areas, and display, warehouses, light manufacturing) Provide a minimum of (1) 2A20BC rated fire extinguisher mounted in an accessible conspicuous area. One extinguisher is required for every 3000 square feet and the travel distance to a fire extinguisher shall not exceed 75 feet from any point.
- Extra Hazard** occupancy (Hazardous Materials, flammable liquid, vehicle repair, cooking areas, woodworking uses) Provide a minimum of (1) 4A40BC rated fire extinguisher mounted in an accessible conspicuous area. One extinguisher is required for every 2000 square feet and the travel distance to a fire extinguisher shall not exceed 50 feet from any point.
- Kitchen Hood System** – One Class K fire extinguisher shall be placed within 30 feet of all grease cooking operations in a commercial kitchen. (No "A or C" rating shall be mounted near kitchen hood system.) (ABC multi-purpose fire extinguishers may compromise the powder in fixed kitchen hood systems.)

NOTE: These are typical minimum requirements. The inspector may require more fire extinguishers due to special operations or processes being used. For example spray booths, special electrical hazards, exotic metals, and other situations will require increased protection.

7. **HAZARDOUS MATERIALS DECLARATION**

- THIS BUILDING WILL USE HAZARDOUS MATERIALS IN EXCESS OF NON-REPORTABLE AMOUNTS.**
- THIS BUILDING WILL NOT USE HAZARDOUS MATERIALS OR USES NON-REPORTABLE AMOUNTS.**

NON-HANDLER DECLARATION

A hazardous material may be broadly defined as any material that because of its quantity, concentration, or physical or chemical characteristics; poses a significant, present, or potential hazard to human health and safety, property, or to the environment. A hazardous material includes, but is not limited to any substance or material which the handler or the administering agency has a reasonable basis for believing would be injurious a person's health and safety or harmful to the environment if released into the work place or surrounding areas.

By signing below, I declare that the above named business, organization, or occupant will not handle a hazardous material or mixture containing hazardous material which has a quantity at any one time during the reporting year equal to, or greater than, a total weight of 500 pounds, or a total of 55 gallons, or 200 cubic feet at standard temperature and pressure for compressed gas.

Print Name and Title of Declarer: _____ Date: _____

Declarer Signature: _____ Fire Department Representative: _____

PART IV – High Piled Combustible Storage:

In Article 2 of the County of Los Angeles Fire Code, high pile combustible storage is defined as: Storage of combustible materials [product and/or packaging] in closely packed piles (floor storage) or combustible materials on pallets, in racks, or on shelves where the top of storage is **greater than 12 feet in height**. High piled combustible storage also includes certain high hazard commodities, such as rubber tires, group A plastics, flammable liquids, idle pallets, and similar commodities, where the top of the storage is greater than 6 feet in height.

It is very important to contact a fire inspector prior to consideration of storing high-piled combustible storage. Many of the permit requirements must be built into your building. If your building is not approved for high-piled combustible storage it may be cost prohibitive. For example; if you have a pipe schedule sprinkler system – no high piled storage is permitted until the system is calculated. A fire inspector can assist you with fire department requirements.

- THIS BUILDING WILL NOT BE USED FOR HIGH-PILED COMBUSTIBLE STORAGE.**
- THIS BUILDING WILL BE USED FOR HIGH-PILED COMBUSTIBLE STORAGE. "Permit is Required."** Contact a Fire Inspector for permit requirements.

THIS BUILDING IS A SPECULATION BUILDING WITHOUT A TENANT AT THIS TIME. The tenant will be notified to contact the fire department prior to use of the building.

TO OBTAIN A STAMP FROM THE FIRE DEPARTMENT YOU MUST BRING THE FOLLOWING ITEMS TO THE JURISDICTIONAL FIRE PREVENTION OFFICE:

- THIS COMPLETED FORM
- A SIGNED, LEGIBLE LETTER (PART III, NUMBER 4.)
- A SITE PLAN/FLOOR PLAN (PART III, NUMBER 5.)

FIRE DEPARTMENT STAMP:

THE FOLLOWING PERMITS ARE REQUIRED: _____

- ◆ **PERMIT INFORMATION SHEETS WILL BE PROVIDED FOR REQUIRED PERMITS.** (Permit Information Sheets are also available for viewing on our website. Go to www.lacofd.org, under Fire Prevention Division look for "Permit Requirements".)
- ◆ **PERMITS WILL ONLY BE ISSUED BY A FIRE INSPECTOR. PLEASE CONTACT YOUR FIRE INSPECTOR TO SCHEDULE AN INSPECTION.**

County of Los Angeles Fire Department
Occupant Emergency Information

Please type or neatly print!
See reverse side for explanations

GENERAL INFORMATION:

Business Name: _____
DBA/AFA/FKA: _____ Effective Date: _____
Street Address: _____ Suite/Apt _____
City: _____ State: _____ ZIP+4: _____
____ new construction, name change, or ownership change: _____
____ a new occupant moving in and the previous occupant/business has moved out _____
____ sharing the above address with another occupant/business by the name of: _____
Mailing Address (only if different than above): _____
Phone: (____) _____ ext _____ Fax: (____) _____
Generic E-mail: _____ Number of employees: _____
Senior Person: _____ Title: _____
Describe Property Use: _____
Hazardous Material: _____
Notes/Special Concerns: _____
Thomas Guide: _____ Cross Street: _____
City License/Permit #: _____ Zone: _____ Fire Station #: _____
Water Company: _____ Phone: (____) _____

PROPERTY INFORMATION:

Landlord/Property Owner Name: _____ Phone: (____) _____
Address: _____
Contact Person Name: _____ Title: _____
Occupancy Code: ____ Roof Type: ____ SQFT: ____ Stories: ____ High Piled: ____ Fire Sprinklers: ____
Basement: ____ Target Hazard: ____ HM Handler: ____ FD Permit: ____

EMERGENCY CONTACT INFORMATION: (24 Hour number – usually home phone)

1st Person to contact: _____ Title: _____ Phone: (____) _____
2nd Person to contact: _____ Title: _____ Phone: (____) _____
3rd Person to contact: _____ Title: _____ Phone: (____) _____
Alarm Company: _____ Phone: (____) _____

Big Ben Furniture Company
1000 South Anyplace
Your City, CA 00000

April 26, 2002

To Whom It May Concern:

The following information is in answer to your request regarding the business operation to be conducted at the above address.

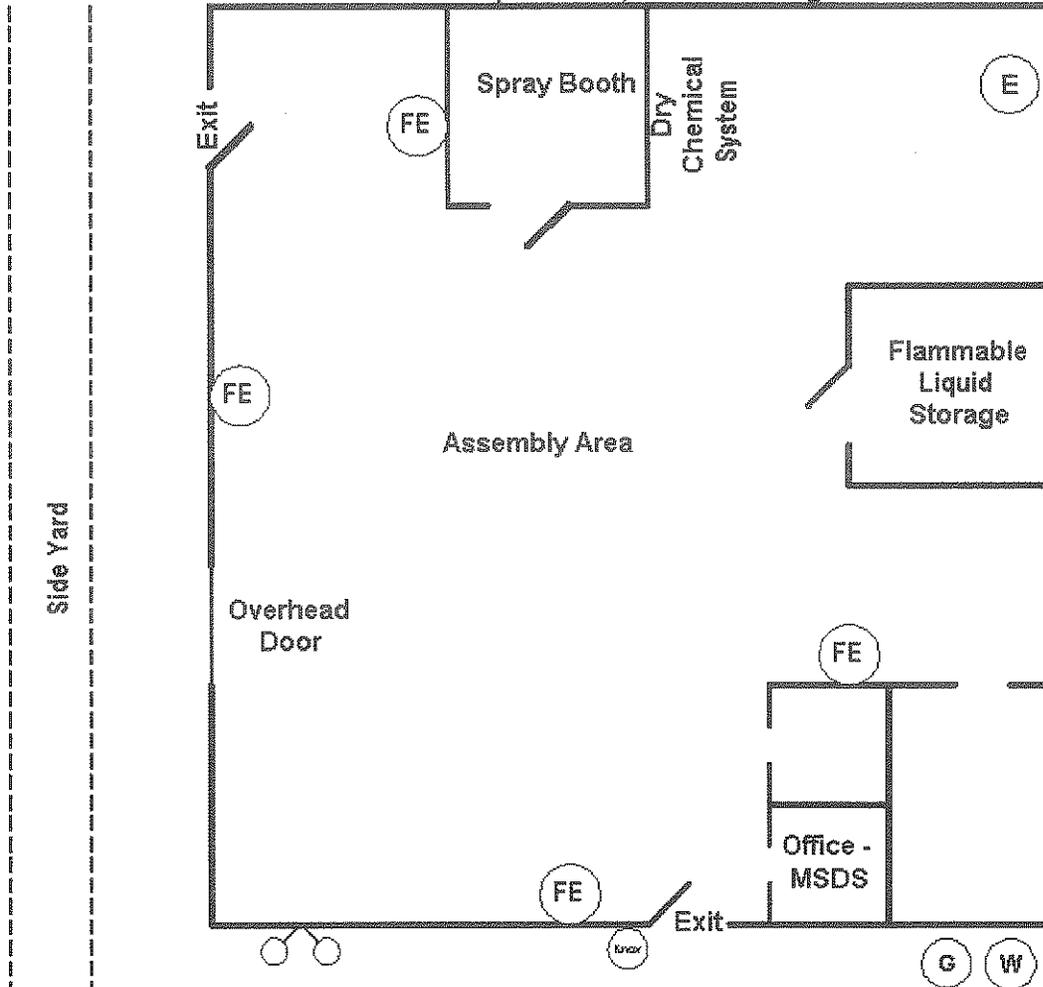
1. Operations conducted in the building are as follows:
 - a) Upholstery – manufactures loose cushions for wood and metal furniture as well as some fully upholstered furniture.
 - b) Plastic furniture – manufacture plastic furniture out of extruded plastic tubing. Operations include cutting, thermoforming and assembly.
 - c) Spray painting – painting of all necessary items. All spray painting to take place in spray booth.
 - d) Warehousing of wood and metal furniture components.
 - e) General office activities.
2. See attached plot plan.
3. Materials to be stored include the following.
 - a) Metal and wood furniture frames stacked upon themselves
 - b) Wood furniture parts palletized.
 - c) Upholstery materials in racks 6 feet high.
 - d) Plastic tubing and furniture parts in racks 6 feet high.
4. Materials are stored both in racks, on pallets, and free standing. Maximum height of storage is 10 feet.
5. No alterations are planned at this time.

Sincerely,

John J. Jones
President

JJJ:ab

Gary's Auto Body
 17056 Gale Ave, Industry
 7500 Square Feet, Block Building



(P.I.V.) Post Indicator Valve

 Fire Hydrant

SAMPLE FLOOR PLAN

Gale Avenue

-  Gas Shut-Off
-  Fire Extinguisher
-  Access Keys
-  Water Shut-Off
-  Electrical Panel



COUNTY OF LOS ANGELES FIRE DEPARTMENT
FIRE PREVENTION DIVISION

01/04

CITY OF SIGNAL HILL
CONSTRUCTION ADJACENT TO OIL WELLS

The 2002 Los Angeles County Fire Code section 7904.3.2.3 requires the buildings not necessary to the operation of the well shall not be constructed within 100 feet of the oil well and 300 feet if the building is used as a place of assembly, institution or school. The Fire Code allows the Chief to approve the use of alternate materials and methods, provided that he finds that the proposed design meets the intent of the code and is at least equivalent to that which is prescribed by the code. Due to the uniqueness of the oil field and pumping operations in the City of Signal Hill the following alternate methods of protection are approved. Mitigation may be provided at the well or at the structure as listed below:

Mitigation at the well (all occupancies)

- Maintain a minimum 50-foot setback from the building to the oil well wellhead.
- Install an in ground concrete cellar box around each wellhead.
- Install steel plate covers on the cellar boxes with a maximum open area around the wellhead of 3 feet by 3 feet.
- Install float controlled automatic shut off switches in the cellar boxes to turn off the oil well pump should a leak develop. In the event the pump should become shut off reactivation of the pump must occur at the pump location.
- Activation of the float-controlled shut off switch shall initiate an alarm at an approved central station or a constantly attended location. The float control switch shall be tested at least once a month.
- A six-foot high concrete block wall shall be constructed between the oil well and the proposed structure.
- The well shall not be located in any required yard used for allowable area increase.

Mitigation at the structure (R-1 and R-3 occupancies)

- Maintain a minimum 50-foot setback from the building to the oil well wellhead.
- The exterior wall facing the oil well shall be one-hour fire resistive construction.

- All openings on the exterior wall shall be protected by ¾ hour fire assemblies.
- The building shall be fire sprinklered throughout.

Mitigation at the structure (all other occupancies)

Location between 75 and 100 feet from the well:

- The exterior wall facing the oil well shall be one-hour fire resistive construction.
- All openings on the exterior wall shall be protected by ¾ hour fire assemblies.

Location between 50 and 75 feet from the well:

- The exterior wall facing the oil well shall be two-hour fire resistive construction.
- No glazed openings allowed. All other openings shall be protected by 1-1/2 hour fire assemblies.
- The building shall be fire sprinklered throughout.
- No combustible storage (or vegetation over 36" high) shall be allowed between the building and the oil well.
- The well shall not be located in any required yard used for allowable area increase.

Location between 35 and 50 feet from the well:

- Use all the "Mitigation at the well" measures listed above.
- The exterior wall facing the oil well shall be non-combustible four-hour fire resistive construction.
- No openings allowed.
- The building shall be fire sprinklered throughout.
- The well shall not be located in any required yard used for allowable area increase.
- There shall be a minimum distance between the well and pumping unit to the structure equal to 125% of the height of the exterior wall.