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ADMINISTRATIVE RULES

The following rules, regulations, and standards shall be observed in connection with all property within the City of Bellevue where fire protection facilities are required.

Applicable sections of the International Fire Code, 2006 Edition, are referenced at each section by the designation "Ref.:".

1.01 Definitions

1.01-1. The following definitions shall apply to these rules, regulations, and standards:

- a. "As-built plans" or "records documents" shall mean drawings, blueprints, sketches or similar renditions that accurately reflect the configurations of equipment or a system as it is installed on the premises. It shall also include dimensions.
- b. "Building Official or his/her designate" shall mean the City of Bellevue Building Official or any other employee he designates, including a building inspector, combination inspector, electrical inspector, or plans examiner.
- c. "Fire Chief or his/her designate" shall mean the City of Bellevue Fire Chief or any other officer he designates, including the Fire Marshal or Fire Prevention Officer.
- d. "Fire flow Available" shall mean the quantity and duration of water supply available for fire protection in addition to the normal average consumption in the same area per City of Bellevue Utilities and Washington Administrative Code.
- e. "Fire flow Required" shall mean the quantity and duration of water, in gallons per minute measured at 20 psi. - in accordance with WAC 246-290-230, needed to control an anticipated fire in a building or group of buildings, and shall consider the risk caused by the contents of the building or building and its proximity to adjacent structures or property lines.
- f. "Hazardous materials information vault" shall mean an approved, secure container, cabinet or vault for use only by the Fire Department that contains hazardous materials reference information for a specific property.
- g. "NFPA" shall mean the National Fire Protection Association.
- h. "UL" shall mean Underwriters Laboratories.

1.02 ***Submission of Plans***

1.02-1. Plans for property improvements shall be submitted in accordance with the rules and regulations and policies of the City of Bellevue Department of Community Development and the Bellevue Permit Center.

Plans for built-in fire protection systems shall be submitted to the City of Bellevue Permit Center in accordance with policies and procedures as developed and adopted by the Bellevue Permit Center. These systems include automatic fire sprinklers, standpipes, fire detection and alarm systems, fire-extinguishing systems, smoke control and similar equipment designed to detect, control or prevent the spread of fire.

1.02-2. Site plans for Fire Department review shall include the following information:

- a. Location and configuration of the property improvement, showing its relationship to the property lines and nearest streets, roadways, alleys or fire department access routes;
- b. Location of existing underground water mains, the diameter of those water mains, fire hydrant locations;
- c. Location, width, overhead obstructions and construction of all streets, roadways, alleys, bridges, fire lanes or fire department access routes on the site to be improved;
- d. Location of any temporary and/or permanent fences, walls, gates, arches, beams or any other security or ornamental features that may affect Fire Department access to and on the site during construction and occupancy;
- e. Location of any unusual or remarkable topographic features, landscaping, vegetation, or other features that may affect Fire Department access to and on the site during construction and occupancy.

EXCEPTION: When a project developer has submitted a preliminary site plan for review by the Fire Chief or his/her designate, the Fire Chief or his/her designate may waive any or all of the above requirements.

1.02-3. When a site plan is not required for a building permit, the Fire Chief or his/her designate shall be consulted regarding specifications for built-in fire protection facilities.

1.02-4. Plans and specifications (shop drawings and product data) for fixed fire protection systems, including but not limited to automatic fire sprinkler systems, fire extinguishing systems, fire detection and alarm systems, and fire standpipe systems, shall be submitted to the Fire Chief or his/her designate for review prior to installation.

Plans and specifications shall include at least the information specified in the tables of Appendix A, and shall include specifications manuals and manufacturers catalog displays of all components of the fixed fire protection system. Note that the Appendix contains "Checklists" that are to be completed and submitted with the appropriate drawings for certain types of systems.

1.03 *Action for Approval by the Fire Chief*

Ref.: IFC 105.4

- 1.03-1 All plans submitted to the Fire Chief or his/her designate shall be reviewed and routed in accordance with city policy and procedure and approved, conditionally approved, or denied approval.

1.04 *Appeals*

Ref.: BMC 23.11.108

- 1.04-1 Whenever the fire marshal disapproves an application or refuses to grant a permit applied for, or when it is claimed that the provisions of the code do not apply or that the true intent and meaning of the code have been misconstrued or wrongly interpreted, the permit applicant or the affected owner may appeal the decision to the Hearing Examiner.

1.05 *Inspections and Occupancy*

Ref.: IFC 106

- 1.05-1. The developer shall be responsible for notifying the Fire Department for inspection of all fire protection facilities.

The Bellevue Fire Department is committed to providing next day service for all inspection requests. Generally, this means a 24-hour advance notice. However, during periods of unusually high workload, it is advisable to provide at least forty-eight (48) hours notice to the Fire Department to arrange an inspection.

In special cases, such as large or unusually complicated fire protection systems, the Fire Chief or his/her designate may require more than forty-eight (48) hours notice to arrange an inspection.

- 1.05-2. If, when inspecting or witnessing a test of a fire protection system the Fire Chief or his/her designate observes a violation of the building code or construction standards, he shall promptly notify the Building Official or his/her designate.

- 1.05-3. The Fire Chief or his/her designate shall not endorse the occupancy until he is satisfied the requirements for fire protection facilities have been met, and actual construction of all fire protection equipment has been

completed in accordance with the approved plan, accepted standards or nationally recognized good practice.

If, at the time of this inspection, requirements specified during the plan review are not completed or other fire safety hazards are identified, the Fire Chief or his/her designate shall issue a correction notice to the person responsible for the premises. This correction notice shall specify the necessary corrections, and shall set forth a deadline for compliance. Upon completion of these corrections, the Fire Chief or his/her designate will endorse the occupancy and notify the Building Official.

- 1.05-4. Where a Certificate of Occupancy is not required, but fire protection requirements have been attached to a set of plans, the developer shall be responsible for notifying the Fire Department.

1.06 *Record Documents*

- 1.06-1. One copy of the approved site plan that has been reduced to 8 1/2 x 11 inches or 11 x 17 inches shall be provided to the Fire Department. The drawing shall include fire hydrant locations, the placement of fire department hose connections to supply sprinkler and standpipe systems, the location of area separation walls, mechanical rooms, smoke removal switches, key boxes, sprinkler and standpipe risers and emergency power generators. Drawings shall bear an accurate scale of 1:30 or 1:50. Copies shall be provided for Operations personnel.