



MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

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MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	A10-01
Category:	Administrative
Date:	November 1, 2010

Subject:	Calculation of Permit Fees
Code:	
Section:	

The fee shall be based upon the estimated cost as calculated by St Louis County Public Works.

Commercial

The County cost, if it is not a full thousand figure, shall be rounded up to the next full thousand. The appropriate permit fee from table T109.2 in Ordinance Number 119 shall apply.

Residential

The appropriate permit fee from table R-108.2 in Ordinance Number 120 shall apply.

Edwin M Berkel

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MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	A10-02
Category:	Administrative
Date:	November 1, 2010

Subject:	Review of Plats for New Construction
Code:	<i>International Building Code/2009</i>
Section:	916.1

As required by Section 916.1 of Ordinance No. 119 effective on November 1, 2010, plats for new subdivisions and new commercial developments are sent to the Fire Prevention Bureau for our approval and location of fire hydrants, both public and private. In order to provide as much uniformity as possible, the following guidelines are to be used in the handling of said plats when received.

1. Developer shall complete a permit application, pay the required fee, and supply us with a minimum of five (5) copies of the plat for the following distribution:
 - a. Planning Department (St. Louis County, Green Park or Sunset Hills)
 - b. Missouri American Water Company
 - c. Developer or engineer
 - d. Fire Prevention Bureau file
 - e. Deputy Chief for running card/pre-plan
2. Date stamp plats when they arrive
3. Do field work up of existing hydrants in the area
4. Layout the proposed location on the new plat within the following guidelines:
 - a. Mehlville FPD is a Class 3 Fire Department
 - b. Use the ISO Guide dated April 3, 1981, and the *International Fire Code/2009*, for the criteria for hydrant layout.
 - c. Any dead-end streets or cul-de-sacs, when they exceed 150' in length shall have a fire hydrant located at or near the end of the street or cul-de-sac and additional hydrants as necessary within the required spacing rule.
5. Any peculiar situations or potential impediments to fire apparatus response, such as, but not limited to, street less than 22' in width, shall be referred to the Fire Chief for his recommendation
6. Mark the proposed locations for fire hydrants with a red X on the plans.
7. Stamp, sign and date the plats and distribute to the appropriate parties.
8. Upon notification from Missouri American Water Company that the fire hydrant(s) will be public hydrants, prepare the necessary hydrant resolution for the next meeting of the Board of Directors.

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GUIDELINES FOR FIRE HYDRANT INSTALLATIONS

Engineering judgment must be used along with these guidelines as the hydraulic gradient of the area, capacity of supply mains, arrangement of streets, driveways and parking area must all be considered.

As a rule in strictly one family residential areas fire hydrant spacing is approximately 600 feet apart. Local conditions may be such that the distance may vary as much as 100 feet in either direction.

In apartment complexes from 4 to 20 families we are inclined to reduce the initial hydrant spacing to about 450 feet, but still permitting a variance of as much as 75 – 100 feet in either direction due to local conditions.

Due to the size and arrangement of buildings, street hydrants frequently must be supplemented by yard hydrants in order to meet the prerequisites outlined below.

Fire hydrants should not be located closer than 25 feet to a building if contents are combustible, or within 50 feet, if the building is of wood frame construction.

All fire hydrants should be located on or adjacent (within 20') to all weather streets, roads, driveways or parking areas. Also in parking and traffic areas fire hydrants should be located on island or otherwise protected from the traffic and available to the fire apparatus at all times.

In industrial, mercantile, institutional and large (over 20 family) apartment areas we attempt to obtain the following spacing of fire hydrants:

AREAS WITH OR CONTEMPLATING CLASS 8 FIRE INSURANCE RATING CLASSIFICATION

Two fire hydrants within 1000 feet of building
No part of building should be more than 300 feet from one of the hydrants

AREAS WITH OR CONTEMPLATING CLASS 6 FIRE INSURANCE RATING CLASSIFICATION

One fire hydrant within 300 feet of building
One additional fire hydrant within 500 feet of building
One additional fire hydrant within 1000 feet of building
Total of 3 fire hydrants within 1000 feet of building
No part of building shall be more than 300 feet from one of the hydrants

AREAS WITH OR CONTEMPLATING CLASS 4 OR BETTER FIRE INSURANCE RATING CLASSIFICATION

One fire hydrant within 300 feet of building
Three additional fire hydrants within 500 feet of building
One additional fire hydrant within 1000 feet of building
Total of 5 fire hydrants within 1000 feet of building
No part of building shall be more than 300 feet from one of the hydrants

Dead-end mains more than 600 feet long and serving two or more fire hydrants should be 8 inch or larger in diameter, in areas contemplating Class 6 or better.



MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	A10-03
Category:	Administrative
Date:	November 1, 2010

Subject:	Inspection of Existing Buildings
Code:	<i>International Fire Code/2009</i>
Section:	

The following policy is offered in an effort to clarify an area of possible confusion as related to the handling of any type of follow-up inspection or other inspection of an existing building by the Fire Prevention Bureau.

Any inspection of an existing building by personnel from the Fire Prevention Bureau must be a complete inspection of the facility and must address the applicable aspects of the *International Fire Code/2009*. Specifically, it is our duty and responsibility to ensure that all provisions of the code including, but not limited to, Chapter 46, Construction Requirements for Existing Buildings, be applied when doing inspections of existing buildings.

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MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	A10-04
Category:	Administrative
Date:	November 1, 2010

Subject:	Plan Review
Code:	
Section:	

In order to expeditiously issue requested permits for construction within the District, the following guidelines shall be followed.

Commercial Tenant Finish

Plans should be reviewed within 10 working days after application. Permit should be issued within 5 working days after receipt of the County paperwork.

Commercial New Building

Plans should be reviewed within 15 working days after application. Permit should be issued within 5 working days after receipt of the County paperwork.

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MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	A10-05
Category:	Administrative
Date:	November 1, 2010

Subject:	Issuance of Replacement Permit Cards
Code:	
Section:	

Replacement Fire Prevention Building Permit cards will be issued as follows:

Applicant should bring their copy of the permit application to the office to verify that a permit has been issued. If they do not have their copy of the permit application, do a computer record check to make sure the permit has been issued and permit fee paid.

If permit has been properly obtained a duplicate card will be issued.

Mark "REPLACEMENT" on the signature side of the card.

After checking the corresponding inspection file, mark the dates for all inspections on the card along with the Inspector number that performed the inspections.

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MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	A10-06
Category:	Administrative
Date:	November 1, 2010

Subject:	Commercial Temporary Occupancy Permits
Code:	
Section:	

On "paper" extensions only, those done without the need for a field inspection, the fee shall be reduced from the standard \$ 100 to \$ 50. If the extension is for multiple months, the fee will be \$ 50 per month.

If a field inspection is necessary to extend the TOP, then the standard \$100 will apply.

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MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	A10-07
Category:	Administrative
Date:	November 1, 2010

Subject:	Overtime Inspections
Code:	
Section:	

The "normal" inspection period for the Mehlville Fire Protection District is 8:30 am to 4:00 pm. Anyone with a situation requiring an inspection outside the "normal" hours, will reimburse the Mehlville Fire Protection District a fee of \$150.00. Said fees shall be paid **prior** to scheduling of the inspection. This fee is based roughly on the salary for an Inspector II for the minimum four (4) hours call-in time in the Memorandum of Understanding.

NOTE: This applies to construction permits. This does not apply to craft fairs, fireworks displays, etc.

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MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	T10-01
Category:	Technical
Date:	November 1, 2010

Subject:	Attic Scuttles in Residential Garages
Code:	<i>International Building Code/2009</i>
Section:	R302.6

Due to the unsightly appearance of attic access panels, they are many times located in the garage of one and two family homes. After observing some fires which occurred within our District in which the attic access panel was supported by household trim strips, it has become apparent that this does not offer the desired level of fire protection. These panels have dropped out early in the fire and allowed fire extension into the attic area.

The intent of the type "X" drywall requirement is to provide a fire separation between the house and garage. For this reason we find it necessary to require any attic access panel which is located in the garage (a location inside the dwelling portion is preferred) to have the lid supported by a minimum of 2" (nominal) material, such as 2" X 4" frame instead of trim strip. Several other possibilities could exist and can be evaluated on an individual basis.

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MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	T10-02
Category:	Technical
Date:	November 1, 2010

Subject:	Door Holders in Rated Corridors within Educational Occupancies
Code:	<i>International Building Code/2009 and International Fire Code/2009</i>
Section:	1018.1

At the time of the Life Safety Analysis done at the Mehlville School District schools, it was allowed for the classroom doors which open into an exit access corridor, to be held open by mechanical means which do not automatically close upon activation of the fire alarm system. This was contingent upon:

An automatic fire alarm system with smoke detectors 30 foot on centers in the exit access corridors, and a policy statement in place advising all teachers and administrative personnel that upon activation of the fire alarm and upon leaving the room, the door should be closed as they leave. Any unoccupied room is to have the door closed and locked.

In view of this previous decision and the relative merits as an equivalent solution, it will be Bureau policy to allow this solution to be used in other educational occupancies.

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MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	T10-03
Category:	Technical
Date:	November 1, 2010

Subject:	Continuous Handrails in Residential Occupancies
Code:	<i>International Residential Code/2009</i>
Section:	R311.7.7.2

This policy is issued subsequent to the meeting held with the HBA by the Board of Directors on April 13, 1992, and further discussed on April 20, 1992.

The Board has determined that we should revert to dealing with continuous handrails in the same manner as was done prior to inclusion of specific language in the BOCA National Building Code/1990, and now the International Residential Code/2009. We will not enforce that aspect of the code. The Board did indicate that in unusual stair geometry's, such as winding stairs, the Inspector could use his/her best judgment in determining the adequacy of the handrail.

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MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	T10-04
Category:	Technical
Date:	November 1, 2010

Subject:	Insulation on Residential Furnace Refrigeration Suction Lines
Code:	<i>International Residential Code/2009</i>
Section:	Table G2427.10.5

Armorflex is the typical product used for the insulation of the refrigeration suction line on residential furnace/air conditioner installations. Armorflex has a Class A flame spread (0-25) and typically will not begin to be affected by temperature until it reaches a minimum of 220°F. A typical test of the flue pipe surface temperature and adjacent areas was run by Inter-City Products in their heating lab with the following results:

flue gas temperature	382°F
flue pipe surface	232°F
3" from flue pipe	151°F
1-3" from flue pipe	123°F
2-3" from flue pipe	108°F

This indicates that with at least 3" of clearance, the normal temperature will not be anywhere near the maximum temperature for which Armorflex is listed for use.

After review of the information supplied by AGA, Armorflex, et. al., it will be the policy of this office to allow this material to be closer than the 6" minimum required by the listing on typical residential furnaces.

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MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	T10-05.1
Category:	Technical
Date:	November 1, 2010

Subject:	Fire Alarm System Final Inspections 1 of 2
Code:	<i>International Building Code/2009 and International Fire Code/2009</i>
Section:	907.8

PURPOSE:

To insure that fire alarm and detection systems are designed and installed in accordance with the provisions of the ICC International Building Code©/2009. Section 907.2 references NFPA 72-2010 for the installation requirements for these types of systems.

- 10.18.1.3 Before requesting final approval of the installation, where required by the authority having jurisdiction, the installing contractor shall furnish a written statement to the effect that the system has been installed in accordance with approved plans and tested in accordance with the manufacturer's specifications and the appropriate NFPA requirements.*
- 10.18.1.4 The record of completion form, Figure 4.5.2.1, shall be permitted to be a part of the written statement required in 4.5.1.2. When more than one contractor has been responsible for the installation, each contractor shall complete the portions of the form for which that contractor had responsibility.*
- 10.18.1.5 The record of completion form, Figure 4.5.2.1, shall be permitted to be a part of the documents that support the requirements of 4.5.2.4.*

In addition, Section 907.6.5 of Ordinance No. 119 and 120 requires that all fire alarm systems shall be issued either a UL Certificate (UUFX) or FM Placard.

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MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	T10-05.2
Category:	Technical
Date:	November 1, 2010

Subject:	Fire Alarm System Final Inspections 2 of 2
Code:	<i>International Building Code/2009 and International Fire Code/2009</i>
Section:	907.8

POLICY:

The following items shall be on site at the time of request for fire department final inspection:

1. An accurate as-built set of plans
2. The fire alarm system record of completion form
3. MFPD fire prevention building permit
 - a. Approved plans
 - b. Permit card

NOTE: The Fire Inspector can refuse to conduct the final acceptance test of the fire alarm system if the above information is not on site at the time of the final inspection. The fire alarm system installation contractor shall conduct a 100% pretest of the fire alarm system in accordance with Chapter 14 of NFPA 72-10. If any deficiencies are noted, they must be repaired prior to requesting the final fire alarm inspection (acceptance test).

Since the testing required to complete the record of completion tests the smoke detectors for smoke entry and sensitivity, the fire district acceptance test may utilize a magnet to "trip" the detector. The fire district acceptance test will verify device addresses and location descriptions.

NOTE: If during the fire district witnessed test, 3 deficiencies are noted, the Fire Inspector can conclude the test. A reinspection will be required and the applicable reinspection fee shall be paid prior to rescheduling of the final inspection.

The Fire Inspector shall not sign the record of completion document. If Underwriters Laboratories (UL) or Factory Mutual (FM) require a signature from the authority having jurisdiction, a copy of the signed fire alarm permit card will be provided.

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MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	T10-06
Category:	Technical
Date:	November 1, 2010

Subject:	Hazardous Materials Permit Submittals
Code:	<i>International Fire Code/2009</i>
Section:	2701.5.2

Applicants for fire prevention building permits or reoccupancy permits for Group F, H, M or S occupancies shall submit a Hazardous Materials Inventory Statement (HMIS) and HMIS Inventory Report to determine compliance with the *International Fire Code/2009*. One acceptable format may be found in Appendix H and available for download from our website: www.mehlvillefire.com. MSDS shall be provided for each product identified in the HMIS Inventory Report. MSDS shall be submitted in electronic format as a pdf document.

A Hazardous Materials Management Plan (HMMP) or other approved plan that includes:

1. Site plan
2. Floor plan
3. Information on hazardous material handling and chemical compatibility
4. Monitoring methods
5. Security precaution
6. Hazard labeling
7. Inspection procedures
8. Employee training
9. Available emergency equipment

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MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	T10-07
Category:	Technical
Date:	November 1, 2010

Subject:	Fire Alarm System Permitting
Code:	<i>International Building Code/2009 and International Fire Code/2009</i>
Section:	907.6.5

Section 907.6.5 of Ordinance No. 119 and 120 requires that all fire alarm systems shall be issued either a UL Certificate (UUFX) or FM Placard.

At the time of application for the fire prevention building permit for the building/tenant space, the owner or owner's agent will be given the "Owner's Declaration of Fire Alarm Certifying (UL) or Placarding (FM) Company" form. This form shall be completed and returned to the plan reviewer **prior** to the issuance of the fire prevention building permit.

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MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	T10-08
Category:	Technical
Date:	November 1, 2010

Subject:	Water Supply for Standpipes in Sprinklered Buildings
Code:	<i>International Building Code/2009 and International Fire Code/2009</i>
Section:	905.3.1

Section 905.3.1 states (I did not cite the exceptions that don't apply):

[F] 905.3.1 Height. Class III standpipe systems shall be installed through out buildings where the floor level of the highest story is located more than 30 feet (9144 mm) above the lowest level of fire department vehicle access, or where the floor level of the lowest story is located more than 30 feet (9144 mm) below the highest level of fire department vehicle access.

Exceptions:

1. Class I standpipes are allowed in buildings equipped through out with an automatic sprinkler system in accordance with Section 903.3.1.1 or 903.3.1.2.

Section 903.3.1.1 is a reference to NFPA 13 and Section 903.3.1.2 is a reference to NFPA 13R.

We then need to move to NFPA 14 Section 5.4.1.1 which states:

5.4.1.1 Class I standpipe systems in buildings not classified as high-rise buildings shall be permitted to be manual, automatic, or semiautomatic.

Since our discussion was based on a mid-rise building, an automatic water supply is allowed.

Finally, we must review Section 7.7.3 which states:

7.7.3 Where a manual system is permitted by Section 5.4 and an attached water supply is provided to supply an automatic sprinkler system or to maintain water in a wet system, the attached water supply shall not be required to satisfy the standpipe system demand.

Although it is a rather convoluted path to get to the answer, the fact is that a fully sprinklered (in accordance with NFPA 13 or 13R) building that is required to have a standpipe AND is not a high-rise building, would be required to have an automatic water supply capable of supplying the automatic sprinkler demand only.

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MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	T10-09
Category:	Technical
Date:	November 1, 2010

Subject:	Fire Alarm Certificating/Placarding Documentation
Code:	<i>International Building Code/2009 and International Fire Code/2009</i>
Section:	907.6.5

Section 907.6.5 of Ordinance No. 119 and 120 requires that all fire alarm systems shall be issued either a UL Certificate (UUFX) or FM Placard.

Generally it is not possible to have the Certificate or Placard issued and available at the time of issuance of the Certificate of Occupancy (CO) or Temporary Certificate of Occupancy (TCO). If the **ONLY** item that is incomplete is receipt of the Certificate or Placard, a Type 349 – Commercial TOP - FA documentation, will be issued for a period of 30 days to allow the owner to obtain the required Certificate/Placard. A Type 349 permit is available at no charge. If there are other outstanding items to complete, a Type 340 permit is required with the corresponding permit fee.

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MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	T10-10
Category:	Technical
Date:	November 1, 2010

Subject:	Fire Alarm Documents
Code:	<i>International Building Code/2009 and International Fire Code/2009</i>
Section:	907.8.3

907.8.3 Instructions. Operating, testing and maintenance instructions and record drawings ("as built") and equipment specifications shall be provided at an *approved* location.

In order to clarify and standardize the application of this section the following policy shall apply.

All items required by 907.8.3 and Section 10.18.2 of NFPA 72-10, shall be kept in a locked cabinet marked "Fire Alarm Documents" in the fire command center or room where the fire alarm control unit is located. The key for the cabinet shall be placed in the building KnoxBox.

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MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	T10-11
Category:	Technical
Date:	November 1, 2010

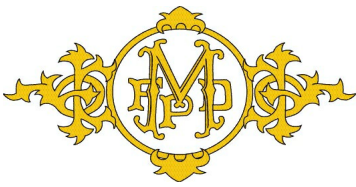
Subject:	Exterior audible/visual for sprinkler systems
Code:	<i>International Building Code/2009 and International Fire Code/2009</i>
Section:	903.4.2

Code section states in part "Alarm devices shall be provided on the exterior of the building in an *approved* location."

The approved location shall be above the fire department connection.

In addition we would prefer an audible/visual alarm device at this location to assist firefighters to quickly find the fire department connection in an emergency.

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MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	T11-12
Category:	Technical
Date:	April 7, 2011

Subject:	Fire Alarm Certificating/Placcarding – Existing Systems
Code:	<i>International Building Code/2009 and International Fire Code/2009</i>
Section:	907.6.5

907.6.5 Monitoring. All fire alarm systems shall be monitored by an approved central station as defined in NFPA 72. A UL Certificate (UUFX) or FM Placard, in accordance with the NFPA 72 Chapter 8, shall be issued by the UL Listed or FM approved prime contractor for all newly installed required fire alarm systems. This regulation shall apply to all new required fire alarm systems. An existing required fire alarm system wherein the fire alarm control unit or alarm components are to be replaced shall be considered new for the purposes of this section. Central station service in full compliance with NFPA 72 Chapter 8 shall be maintained at the protected property, so long as the requirement for the fire alarm system exists.

Exception. Monitoring by an approved central station is not required for:

1. Single- and multiple-station smoke alarms required by Section 907.2.11.
2. Smoke detectors in Group I-3 occupancies.
3. Automatic sprinkler systems in one- and two-family dwellings.

In order to clarify and standardize the application of this section the following policy shall apply.

With regard to existing fire alarm systems, the certificating/placcarding requirement shall apply when the fire alarm control unit is replaced. While it is possible to certificate/placcard portions of existing fire alarm systems when new alarm devices and/or notification devices are installed; such efforts will have a high cost-to-benefit ratio and will achieve only a limited benefit. A major renovation of a portion of a building, such as an entire floor of a building could require certification/placcarding for that portion of the building. Each instance will be evaluated on a case-by-case basis.

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MEHLVILLE FIRE PROTECTION DISTRICT FIRE PREVENTION BUREAU

Policy Number:	T13-01
Category:	Technical
Date:	February 26, 2013

Subject:	HSLV fans/sprinkler protection
Code:	<i>International Building Code/2009 and International Fire Code/2009</i>
Section:	903.3.1

High Speed Low Volume (HVLS) Fans (11.1.7). Information was added to the 2013 standard to allow HVLS fans to be installed in sprinklered buildings. Significant research was conducted to minimize the effect that these fans would have on sprinkler performance. The same rules apply to the installation of HVLS fans with all sprinklers including ESFR as follows:

1. The maximum fan diameter is 24 ft.
2. The fans need to be centered between four sprinklers
3. There needs to be 36 inches of vertical clearance between the sprinkler deflectors and the fan
4. The fan shall be shut down upon waterflow alarm in accordance with NFPA 72 (90 seconds)

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