



PRC-01F  
**Plan Review Checklist  
Fire – Occupancy Group A**

Site Address:	XX	Application No.:	XX
Scope of Work:	XX		
Plan Reviewer:			
Telephone:	562-570-XXXX	email:	XX.XX@longbeach.gov

**GENERAL**

1. Each sheet of construction documents must bear the signatures, registration number and expiration date of the registered design professional in responsible charge licensed in the State of California.
2. Provide the following building data on the Title Sheet:
  - a. Project description/Scope of work
  - b. Building/Project area (show building area less than allowable area per CBC Chapter 5)
  - c. Occupancy group(s): new (N) and existing (E)
  - d. Use(s): new (N) and existing (E)
  - e. Type of construction(s)
  - f. Number of stories
  - g. Occupant load
  - h. Required and provided number of exits
  - i. Maximum travel distance
  - j. Common path of travel
  - k. Height
  - l. Type of fire sprinklers system, if any.
  - m. Type of fire alarm system, if any.
3. Provide section views.
4. Note on plans:

The current prevailing building and construction codes in the City of Long Beach are as follows:

- 2025 Edition of the California Building Code.
- 2025 Edition of the California Mechanical Code.
- 2025 Edition of the California Electric Code.
- 2025 California Fire Code.
- Title 19 California Code of Regulations.
- and Title 18 of The Long Beach Municipal Code.

5. Provide the following notes on the plans:
  - a. Deferred Submittals; Plans shall be submitted under separate permit to fire plan check for the following:
    - i. Fire Sprinkler Systems
    - ii. Fire Alarm Systems
    - iii. Fire Suppression Systems for commercial cooking
    - iv. Refrigerant Detection Systems
    - v. Beverage CO2 leak detection systems
  - b. Combustible debris, rubbish and waste material shall not be accumulated within buildings. Combustible debris, rubbish and waste material shall be removed from buildings at the end of each shift of work. (CFC 3304.1.1, 3304.1.2)
  - c. Materials susceptible to spontaneous ignition, such as oily rags, shall be stored in a listed disposal container. (CFC 3304.2)
  - d. Welding, cutting, open torches, and other hot work operations and equipment shall comply with Chapter 35. (CFC 3305.5)
  - e. Labeling.
    - i. Doors into electrical control panel rooms shall be marked with a plainly visible and legible sign stating ELECTRICAL ROOM or similar approved wording.
    - ii. Doors into Fire Alarm control panel rooms shall be marked with a plainly visible and legible sign stating FIRE ALARM CONTROL UNIT or similar approved wording.
  - f. A working space of not less than 30 inches in width, 36 inches in depth and 78 inches in height shall be provided in front of electrical service equipment. Doors into electrical control panel rooms shall be marked with a plainly visible and legible sign stating ELECTRICAL ROOM or similar approved wording. (CFC 603.4)
  - g. Address Identification and Illumination.
    - i. New and existing buildings shall be provided with approved address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetic letters. Numbers shall not be spelled out. Each character shall not be less than 4 inches (102 mm) high with a minimum strike width of ½ inch (12.7 mm). (CFC 505.1)
    - ii. All buildings on the property of Long Beach Airport, and all multi-tenant buildings within the City, shall be provided with address numbers and/or suite numbers on the rear doors to each tenant space. (LBMC 18.48.330 and CFC 505.1.1)
    - iii. Address numbers on the street or road frontage of the building shall be internally or externally illuminated. In addition, buildings on the Long Beach Airport property shall have the rear address numbers internally or externally illuminated, in addition to the street or road frontage addresses. (LBMC 18.48.330 and CFC 505.1.2)
  - h. Key Boxes.
    - i. Where access to or within a structure or area is restricted, a key box shall be installed in an approved location/s. For existing key boxes, updated keys shall be provided. (CFC 506.1)
  - i. Key Identification
    - i. When required, keys shall be clearly tagged as to the area and/or location they serve, and a minimum of three separate sets shall be located within the key box. (LBMC 18.48.340 and CFC 506.1.3)
  - j. Gates.
    - i. Vehicular or pedestrian gates obstructing required fire access shall be provided with locking devices and/or over-ride mechanisms, which have been approved by the Fire Code Official. (LBMC 18.48.340 and CFC 506.1.4)

## USE AND OCCUPANCY

1. Specify on the floor plans uses, occupancy and areas of all rooms.
2. Where mixed occupancy buildings contain *incidental* use areas, the following shall apply:
  - a. Clearly identify on plans whether there are any incidental use areas that are separated from other portions of the building pursuant to CBC Table 509.1.
  - b. The protection used for incidental use areas may include automatic fire sprinklers, fire-resistance rated construction, or both. Identify such protection in the incidental use areas on each floor plan.
3. Where mixed occupancy buildings contain *nonseparated* uses, the following shall apply:
  - a. Clearly identify on plans whether nonseparated uses will be utilized pursuant to CBC 508.3.
  - b. Clearly acknowledge on the plans that the use of nonseparated occupancies requires the most restrictive provisions of CBC 508.3 and Chapter 9 to apply to the total nonseparated occupancy area.
  - c. The adjoining nonseparated uses must be clearly identified on all floor plans, including the boundary of such areas.
4. Where mixed occupancy buildings contain *separated* uses, the following shall apply:
  - a. Clearly identify on plans the boundary of each adjoining occupancy that will be separated pursuant to CBC 508.4 and Table 508.4.
  - b. Required separations shall be fire barriers constructed in accordance with Section 707 or horizontal assemblies constructed in accordance with Section 711, or both, so as to completely separate adjacent occupancies. No fire partitions allowed. (CBC 508.4.4.1)
5. Where mixed occupancy buildings contain accessory occupancies, the aggregate accessory occupancy shall not occupy more than 10 percent of the floor area of the story in which they are located and shall not exceed the tabular values for non-sprinklered buildings in Table 506.2 for each such accessory occupancy. (CBC 508.2.3)

## INTERIOR WALLS

1. Clearly label and identify on plans all fire walls, fire barriers, fire partitions, shafts, smoke barriers, and smoke partitions, along with their fire-resistance ratings. Provide a legend.

## INTERIOR FINISHES, DECORATIVE MATERIALS AND FURNISHINGS

1. Interior walls and ceiling finishes shall be classified in accordance with Section 803 of the California Building code. Identify the classification of interior walls and ceiling finishes based on CBC Table 803.13.
2. Textile wall coverings shall comply with CFC 803.5.
3. Expanded vinyl wall or ceiling coverings shall comply with the requirements of CFC 803.7 or 803.8 respectively.
4. Foam plastic materials shall not be used as interior wall and ceiling finish unless specifically allowed by CFC 803.4
5. High-density polyethylene (HDPE) or polypropylene (PP), when used as an interior finish, shall comply with CFC 803.9

6. Site fabricated stretch systems shall comply with the requirements of CFC 803.1.1 or 803.1.2. (CFC 803.10)
7. Curtains, draperies, fabric hangings and other similar combustible decorative materials suspended from walls or ceilings shall comply with Section 807.3 and shall not exceed 10 percent of the specific wall or ceiling area to which such materials are attached. (CFC 807.2)
8. Acceptance criteria and reports. Where required to exhibit improved fire performance, curtains, draperies, fabric hangings and other similar combustible decorative materials suspended from walls or ceilings (shall be flame resistant in accordance with the provisions set forth in CCR, Title 19, Division 1, Chapter 8.) shall be tested by an approved agency and meet the flame propagation performance criteria of Test Method 1 or Test Method 2, as appropriate, of NFPA 701. Reports of test results shall be prepared in accordance with the test method used and furnished to the fire code official upon request. (CFC 807.3)
9. Interior wall and ceiling finish shall not exceed the flame spread classifications in CBC Table 803.13.
10. In every Group A occupancy, all drapes, hangings, curtains, drops, and all other decorative material, including Christmas trees, that would tend to increase the fire and panic hazard shall be made from a nonflammable material, or shall be treated and maintained in a flame-retardant condition by means of a flame-retardant solution or process approved by the State Fire Marshal. (CCR, Title 19, Division 1, Chapter 8)
11. Exits, exit lights, fire alarm sending stations, wet standpipe hose cabinets and fire extinguisher locations shall not be concealed, in whole or in part, by any decorative material. (CCR Title 19, Div. 1, Chapter 1, Subchapter 1, Article 3, Section 3.08)

## **FIRE PROTECTION SYSTEMS**

1. An automatic sprinkler system shall be provided containing a Group A occupancy in accordance with CFC 903.2.1.
2. An automatic sprinkler system shall be provided where multiple fire areas of Group A-1, A-2, A-3 or A-4 occupancies share exit or exit access components, and the combined occupant load of these fire areas is 300 or more. (CFC 903.2.1.7)
3. Class I automatic wet standpipes shall be provided in non-sprinklered Group A buildings having an occupant load exceeding 1,000 persons, except in open-air-seating spaces without enclosed spaces. (CFC 905.3.2)
4. Show all fire extinguisher installation locations on the plans. A minimum of one 2A 10-B.C portable fire extinguisher shall be provided on each floor level, conspicuously located, along normal paths of travel and within 75 feet travel distance. (CCR, Title 19, Division 1 Section 567 (a) through (k)).
5. Size and distribution of portable fire extinguishers shall be in accordance with CFC 906.
6. For the purpose CFC 907, fire walls and fire barrier walls shall not define separate buildings. (CFC 907.1.4)
7. A manual fire alarm system that activates the occupant notification system in accordance with Section 907.5, shall be installed in Group A occupancies where the occupant load due to assembly occupancy is 300 or more, or where the Group A occupant load is more than 100 persons above or below the lowest level of exit discharge. (CFC 907.2.1)

8. Activation of the fire alarm in Group A occupancies with an occupant load of 1,000 or more shall initiate a signal using an emergency voice/alarm communications system in accordance with 907.5.2.2. (CFC 907.2.1.1)
9. Where the provisions of this code require that a building or portion thereof be equipped throughout with an automatic sprinkler system in accordance with this section, sprinklers shall be installed throughout in accordance with NFPA 13 as amended in Chapter 80 except as provided in Sections 903.3.1.1.1 through 903.3.1.1.3. (CFC 903.3.1.1)
10. An approved fire alarm system installed in accordance with the provisions of this code and NFPA 72 shall be provided in new buildings and structures in accordance with Sections 907.2.1 through 907.2.29 and provide occupant notification in accordance with Section 907.5, unless other requirements are provided by another section of this code (CFC 907.2)

## EXITS

1. Submit an exit analysis plan that labels and clearly shows compliance with all required egress features such as, but not limited to:
  - a. Total occupant load
  - b. Occupancy group classification and occupant load of each room, space or area (CFC 1004)
  - c. Required means of egress sizing (CFC 1005)
  - d. Number and location of exits required and exits provided (CFC 1006)
  - e. Exit access doorway configuration (CFC 1007)
  - f. Exit access travel distance (CFC Table 1017.2)
  - g. Common path of egress travel distance (CFC Table 1006.2.1)
  - h. Required clear width of aisles (CFC 1018)
  - i. Exit continuity (CFC 1003.6)
2. Show layout of fixtures, furniture, appliances, and/or equipment layout on floor plans. Maintain a minimum clear width of 36 inches. Means of egress sizing shall be not less than permitted by CBC 1005.
3. Two exits or exit access doorways from any space shall be provided where the design occupant load or common path of egress travel distance exceeds the values listed in Table 1006.2.1. (CFC 1006.2.1)
4. The number of exits shall comply with CFC Section 1006.
5. When two exits, exit access doorways, exit access stairways or ramps, or any combination thereof, are required from any portion of the exit access, they shall be placed a distance apart equal to not less than one-half of the length of the maximum overall diagonal dimension of the building or area to be served measured in a straight line between them. (CFC 1007.1.1)
6. Exit access travel distance to reach an exit shall not exceed that allowed in CFC Table 1017.2.
7. Where an egress court serving a building or portion thereof is less than 10 feet in width, the egress court walls shall have not less than 1-hr. fire-resistance-rated construction for a distance of 10 feet above the floor of the court. Openings within such walls shall be protected by opening protectives having a fire protection rating of not less than ¾-hour. (CFC 1029.3)
8. The means of egress system shall be illuminated with at least one foot candle at the walking surface. (CFC 1008.2.1)

9. Show two sources of power for means of egress illumination, when two or more exits are required. (CFC 1008.3)
10. Exit signs shall be illuminated at all times. To ensure continued illumination for a duration of not less than 90 minutes in case of primary power loss, the sign illumination means shall be connected to an emergency power system provided from storage batteries, unit equipment or an on-site generator. (CFC 1013.6.3)
11. Exit signs are required where two or more exits are required. Exits and exit access doors shall be marked by an approved exit sign readily visible from any direction of egress travel. The path of egress travel to exits and within exits shall be marked by readily visible exit signs to clearly indicate the direction of egress travel in cases where the exit or path of egress travel is not immediately visible to the occupants. Show the location and type of all exit signs. (CFC 1013.1)

## **AISLES**

1. Show on plans. Every occupied portion of any building, room or space used for assembly purposes that contains seats, tables, furnishings, displays, similar fixtures or equipment shall be provided with aisles leading to exits or exit access doorways in accordance with CFC 1030.9 and 1030.13.
2. The required clear width of aisles shall not be less than that determined in accordance with Sections 1030.6, 1030.9 and 1030.13.

## **DOORS**

1. Each leaf of door in the means of egress shall provide 32 inches clear opening and a minimum height of 80 inches, but in no case shall any swinging door leaf exceed 48 inches. (CFC 1010.1.1)
2. Doors serving an occupant load of 50 or more persons or Group H occupancies shall swing in the direction of egress travel. (CFC 1010.1.2.1)
3. Main exit doors are permitted to be equipped with key-operated locking devices from the egress side provided:
  - a. The locking device is readily distinguishable as locked
  - b. A readily visible durable sign is posted on the egress side on or adjacent to the door stating: THIS DOOR TO REMAIN UNLOCKED WHEN THIS SPACE IS OCCUPIED. The sign shall be in letters 1 inch high on a contrasting background; and
  - c. The use of the key-operated locking device is revocable by the building official for due cause. (CFC 1010.2.4, #3)
4. Egress doors shall be of the side-hinged swinging door, pivoted door or balanced door types. Revolving, sliding or overhead doors shall not be used as exit doors. (CFC 1010.1.2)
5. Show that power operated doors are capable of being manually opened to permit exit travel in the event of a power failure. (CFC 1010.3.2)
6. Doors in the means of egress shall be readily distinguishable from the adjacent construction and finishes such that the doors are easily recognizable as doors. Mirrors or similar reflecting materials shall not be used on means of egress doors. Means of egress doors shall not be concealed by curtains, drapes, decorations or similar materials. (CFC 1010.1)
7. Doors in any position shall not reduce the required width by more than one-half. When fully open, doors shall not reduce the required width by more than 7 inches. (CFC 1005.7.1)

8. Doors and their frames opening into a 1-hr corridor shall be labeled 20-minute assemblies with smoke and draft control assemblies with self or automatic closers.
9. Provide a door hardware schedule for all doors and include the following notes:
  - a. (E) Existing door(s)
  - b. (N) New door(s)
  - c. (E) Existing door hardware
  - d. (N) New door hardware
  - e. Identify the main entrance door
  - f. Identify each required exit door
  - g. If only one exit is required, but two or more are provided voluntarily, call out on plans.
  - h. Panic hardware shall not have any additional locking or latching devices.
10. Swinging doors serving a Group H occupancy and swinging doors serving rooms or spaces with an occupant load of 50 or more in a Group A or E occupancy, assembly area not classified as an assembly occupancy, E, I-2 or I-2.1 occupancies shall not be provided with a latch or lock other than panic hardware or fire exit hardware. For Group L occupancies see Section 453.6.3 of the California Building Code. (CFC 1010.2.8)
11. Rear exit doors shall be provided with signage stating, EXIT DOOR DO NOT BLOCK. (CFC 1003.6, 1032.2 and 1032.3)

To request this information in an alternative format or to request a reasonable accommodation, please contact the Community Development Department at [longbeach.gov/lbcd](http://longbeach.gov/lbcd) and 562.570.3807. A minimum of three business days is requested to ensure availability; attempts will be made to accommodate requests with shorter notice.