



## **FIRE SAFETY PLAN FOR CONSTRUCTION, DEMOLITION AND RENOVATION**

The British Columbia Building Code 2018, Division B, Section 8.1 reference the British Columbia Fire Code (BCFC) 2018, Division B, Section 5.6 which applies to buildings, parts of buildings, and associated areas undergoing construction or demolition operations, including renovations. This Construction Fire Safety plan shall be submitted to and reviewed by the Kelowna Fire Department prior to the commencement of any operations.

<b>Project #:</b>	
<b>Project Name:</b>	
<b>Project Address:</b>	
<b>Building Permit #:</b>	
<b>Building Owner:</b>	
<b>Phone Number:</b>	
<b>Email:</b>	
<b>Contractor:</b>	
<b>Contact Person:</b>	
<b>Phone Number:</b>	
<b>Email:</b>	

The owner or owner's authorized agent is responsible for carrying out the provisions of the BC Fire Code, which includes establishing a work site fire safety plan. **Please check all applicable boxes or if it is not applicable identify as NA.**

Fire hazards will be controlled in and around the building(s).

Emergency responders will be notified of an emergency.

Emergency responders will not be delayed in carrying out their duties safely.

Designated supervisory staff will be appointed and organized to respond to fire emergencies and to alert all site staff.

Staff will be instructed on confining, controlling and extinguishing a fire.



Instructions including schematic diagrams describing the type, location and operation of building fire emergency systems will be established.

Building facilities, systems, equipment and devices will be properly inspected and maintained.

Please complete the following:

**1. Emergency procedures and information needed to plan for an emergency.**

<b>Designate responsible for Fire Safety:</b>	
<b>Phone Number:</b>	
<b>Email address:</b>	
<b>Alternate contact person:</b>	
<b>Phone Number:</b>	

A means will be provided to alert site personnel of a fire and such means shall be capable of being heard throughout the building or facility.

Site personnel will be instructed on procedures following the initiation of an alarm.

Exit routes will be clear and visible throughout the site. At least one exit will be accessible and usable at all times.

In buildings being demolished, at least one stairway shall be maintained in usable condition at all times.

The muster point (meeting place) will be identified. Site personnel will be educated on its location.

Personnel will be assigned to meet the fire department to give location of fire or injury.

**2. Training of site personnel on evacuation procedures**

Site orientation shall be provided.

Regular meetings shall include fire safety component.

**3. Assigned site personnel must be responsible to install and maintain fire safety duties:**

Controlling combustibles on the site and around the buildings. i.e. pallets, garbage, waste.

Maintaining unobstructed access routes for fire department apparatus and to fire hydrants.

Designating and maintaining at least one exit from every floor.

Vehicles/delivery trucks will not obstruct fire department access to the site or to adjacent buildings.



Signs shall identify areas where “no smoking is permitted”.

Smoking shall only be permitted 3 meters from building or part of building under construction for all multi floor C and D occupancies 6 floors or less.

#### **4. Site Identification**

The civic address sign shall be provided and visible from the street.

Signage shall be provided on each floor in the primary exit each identifying the floor level and the site address for all multi floor C and D occupancies.

#### **5. Firefighting services-Hydrants, Siamese Connection, Sprinkler, Access Route”**

Hydrants will be installed, tested, numbered and activated prior to the start of construction.

New hydrant information will be submitted to the City of Kelowna.

Hydrants will be clearly identified and will be always visible.

Firefighter access routes to the building shall be provided and maintained.

Where standpipes are required to be installed in a building under construction, the system shall be installed progressively, in conformance with the BC Building Code. The standpipe shall not be more than one floor below the highest forms.

Where a building equipped with a standpipe system is being demolished, the standpipe system shall be maintained in operable condition below two floors below the area being demolished. Fire Department to be consulted.

Exterior signage will be provided identifying the fire department connection location.

Firefighting services (standpipes, hydrants) will be maintained and accessible.

Submitted drawings provided to the fire department will show the location of firefighting systems as they become operational?

#### **6. Fire Extinguishers:**

Movable equipment (i.e. zoom boom, forklift) will be provided with a minimum 2-A:30-B:C extinguisher.

Areas throughout the site shall be provided with 4-A:40-B:C extinguishers.

Extinguishers will have received annual service.

Extinguisher will be located so that the travel distance per floor will not exceed 75 feet.



**7. Hot Works Operations:**

Area will be clear of flammable and combustible materials.

A fire watch will be assigned during a hot works operation and for 60 minutes after its completion.

A final inspection of the hot works area will be conducted 4 hours after completion.

Will be performed by trained personnel only.

An appropriate rated fire extinguisher will always be present.

Appropriate ventilation will be provided.

Hot bitumen kettles will have appropriate fire extinguishers, be operated by trained personnel and will be located away from combustible materials

**8. Flammable and Combustible Storage:**

Flammable and combustible liquids will be properly stored & handled as per BCFC.

Propane cylinders not in use will always be stored and secured outside the building.

Compressed gases will be properly stored, handled and used in and around the building.

Compressed Gases will not be stored within 1 meter of an exit.

Combustible materials will be stored at least 3 meters from Compressed gas and propane.

Propane will not be stored within 6 meters of flammable/combustible liquids.

Propane will not be stored within 1 meter of compressed gases.

Stored materials will be secured, vented and protected from vehicular traffic and 3 meters from egress route.

Containers will have proper signage/placards?

An updated list of dangerous goods (MSDS) (WHIMIS) will be maintained.

**9. Electrical Installations and Petroleum Gases:**

All electrical installations, storage and use of liquified petroleum gases will require with the requirement of the Safety Standards Act and pursuant regulation?

**10. Security:**

What kind of on-site security is provided? (locked gate, guard, etc.) \_\_\_\_\_

\_\_\_\_\_

Contact information for security: \_\_\_\_\_

Will the site be accessible 24 hours per day for the fire department?

Do security personnel have knowledge of their role in the site safety plan?



**11. A Building Diagram must be provided. Attach to the end of this document.**

Site diagram provided to fire department and the onsite diagram shall include:

- a. Muster point
- b. Hydrant location(s)
- c. Fire protection location
- d. Exit paths
- e. Service rooms
- f. Plans for each floor area

**12. Protection of Adjacent Buildings:**

Protection shall be provided for buildings and facilities that could be exposed to a fire originating from this building site, parts of this building site, facilities and associated areas undergoing construction and alteration of demolition operations. (BC Fire Code Div. B 5.6.1.2). Describe:

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**13. Fire Separations in Partly Occupied Buildings**

Where part of a building continues to be occupied, the occupied part shall be separated from the part being demolished or constructed by a fire separation having a fire-resistance rating of not less than 1 hour.

Except where a fire alarm is operational, a fire watch conducted every hour shall be conducted throughout the construction/demolition site where portions of the building are occupied.

**14. Building Service Shut-Off, Tank Removal and Fire Separations for Demolition Sites:**

Gas and fuel lines shall be shut off and capped.

Temporary electrical installations shall be installed in conformance with the BC Safety Standards Act and pursuant regulations.

Removal of any piping, tanks or reservoirs shall meet the requirements of the BC Fire Code, applicable Environmental regulations and a permit shall be obtained through the Kelowna Fire Department as per the Fire and Life Safety Bylaw 10760.