



CONCORD FIRE & LIFE SAFETY

Fire Prevention Bureau

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OCCUPANCY USE CHANGE – BUILDING PERMIT & FIRE CODE REQUIREMENTS

All buildings will be up-fitted to meet all volumes of the current North Carolina Building Code. All buildings shall be up-fitted to meet the fire alarm requirements as referenced by the Building and/or Fire Code.

Up-fit Plans shall be submitted and a Building Permit obtained prior to any occupancy and/or work being commenced on the building. All required inspections of the Building Code shall be performed and a Certificate of Compliance (City) and a Certificate of Occupancy (County) be obtained prior to the building being occupied.

Some highlights of the requirements of the current code are as follows:

1. The existing Fire Alarm system shall be upgraded to meet NFPA 72;
2. Pull Stations shall be located at each marked exit door (Exception: Pull Stations are not required if the building is fully sprinkled.);
3. Combination Horn/ Strobe signaling devices shall be placed throughout the entire building. The required number depends on the building layout and occupants ability to hear the fire alarm. Strobe only devices are permitted where ambient noise levels make it impossible to hear the fire alarm or in bathroom facilities;
4. Smoke detectors shall be installed in the elevator lobby and at the alarm panel;
5. The initiation of the fire alarm shall distinguish what device (detector, pull station or sprinkler system) has been activated on the alarm panel;
6. The fire alarm system shall be supervised and monitored in accordance with the Building Code;
7. A Knox Box shall be installed on each building with keys that access all parts of the building;
8. Fire extinguishers are required to be installed in all buildings, the appropriate type and number required will depend upon the use of the building;
9. The appropriate number of emergency exits and rated emergency exit corridors shall be installed as required by the Building Code;
10. Emergency lighting fixtures shall be installed in all buildings as required by the Fire Code;
11. The appropriate type and number of self illuminated emergency exit signs shall be installed in all buildings as required by the Building Code;
12. Prior to any occupancy the City of Concord shall be notified. From this notification the appropriate Planning, Zoning and Building requirements will be dictated;
13. A Building Permit will be applied for and plans will be submitted prior to any construction-taking place inside of a building;
14. If a building is to be used for storage, the commodity classification of the materials to be stored shall be determined prior to the issuance of the Building Permit;
15. Based on the commodity classification the existing sprinkler may have to be up-fitted to meet the appropriate sprinkler density required by the code;
16. If installed, sprinkler system protection shall be extended to the spray booths, ovens or any other areas inhibiting the ability of the existing system to operate as designed;
17. If installed, spray booth operation shall be integrated with the Fire alarm system;
18. All occupancy separation shall be as per required by the Building Code;
19. The Buildings electrical system shall be up-fitted to meet the Electrical Code;
20. If installed, any HVAC systems shall be installed to meet the Mechanical and Gas Code;
21. If installed, any plumbing piping, fixtures and sewer piping shall be installed to meet the Plumbing Code.

The omission of any code requirement not listed in the above items does not excuse the

requirement.