



Monroe Township Fire Department

Ohio Specific Provisions related to the 2017 Ohio Fire Code

These provisions state the requirements of the Monroe Township Fire Chief as Fire Code Official and are issued under the authority of the 2017 Ohio Fire Code (“OFC”), including but not limited to Section 104 General Authority and Responsibilities as contained in the Ohio Administrative Code Section 1301:7-7-01.

A. Applications and Permits

a. Per the OFC, **Section 104.2 Applications and Permits**, the fire code official is authorized to receive applications, review construction documents and issue permits for construction regulated by this code, issue permits for operations regulated by this code, inspect the premises for which such permits have been issued and enforce compliance with the provisions of this code.

b. Per the OFC, **Section 104.2.1.1** receive and review fire protection system and associated fire safety feature related construction documents when notice is provided to the building code official in accordance with Section 106.1.2 of the building code as listed in rule 1301:7-7-80 of the Administrative Code.

* All plans for proposed new, modified, or enlarged structures or developments in the Monroe Township Fire Department coverage area shall be submitted to the Fire Code Official for review of fire hydrants, fire alarms, fire apparatus access, fire suppression systems, underground fire lines, fire department connections, etc. prior to any construction.

B. Types of Permits

The following is the Permit/Fee Schedule adopted by the Monroe Township Fire Department as set forth in the Ohio Fire Code **Sections 105.1.1** and **105.1.1.2**, Ohio Administrative Code 1301:7-7-01. All fire protection systems and building plans shall be submitted to the Monroe Township Fire Department Fire Code Official through the respective Building Code Department (Licking County or New Albany) for review and comment by both entities prior to initiation of any construction. All permits and fees shall be paid in full prior to any demolition or construction. This permit and fee schedule is in addition to those required by the respective Building Code Department.

*The Fire Code Official may waive the fee when the permit is obtained by a non-profit organization or is for a non-profit function.

* As built plans are required to be submitted by electronic media in PDF format upon completion of construction.

***ALL contractors found working without an approved permit may be ordered to stop work and will be charged twice the permit fee.**

- All permit fees shall be made payable by check or money order to:
Fiscal Officer – Monroe Township Fire Department
Payment may be mailed to:
Monroe Township, 24 S. Oregon St. Johnstown, OH 43031-1200
- Please reference the business name and address on the check or money order

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- a. **105.1.1 Permits required.** A property owner or owner's authorized agent who intends to conduct and operation or business or install or modify systems and equipment that are regulated by this code, or to cause any such work to be performed, shall first make application to the fire code official and obtain the required permit.
- b. The Fire Code Official may issue Mandatory Permits which include but are not limited to, Fire Protection System permits, Temporary Membrane Structure; Tents/Canopy permit and Exhibition of Fireworks permits. The Fire Code Official may also issue Discretionary Permits and Notification of Hazardous Activities permits.

Part I: Plan Review

** Note: The information contained in Part I is for the plan review of construction plans.

Commercial Plan Review

Base Application Fee \$150.00

PLUS

Sq. Ft. of building/modification area divided by 100 x \$1.50

Subdivision/Complex Review

Base Application Fee \$75.00

PLUS

Number of lots/units x \$2.50

Part II: Fire Protection Systems Permit

** Note: The information contained in Part II is for the installation or modification of the following fire protection systems. **The permit fee includes initial system testing. Phased inspections are charged per inspection.**

Automatic Sprinkler Systems	\$400.00 per system (riser) + \$0.50 per head
Underground Fire Line	\$400.00 + \$25.00 per hydrant
Automatic Extinguishing Systems (CO2, Clean Agent, Dry Chemical)	\$400 per system
Kitchen Hood System	\$100 per hood
Automatic and/or Manual Fire Alarms	\$300.00
Fire Pump	\$300.00
Independent Standpipe System	\$200.00
Emergency Responder Radio Coverage System	\$200.00

***** All fire hydrants to be installed shall be inspected by the Fire Code Official for approval prior to installation in the ground.***

**** All re-inspection fees for fire protection systems shall be paid prior to the re-scheduled inspection**

Phased inspection after 1 st one	\$50.00
Re-inspection of failed system	\$150.00 per system
After hours inspection	\$75.00 per hour (2-Hour Minimum)

**** Regular hours are defined as 8:00am – 4:00pm Mon-Fri.**

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Part III: Inspection, Re-Inspection and other fees

Annual Inspections

Buildings less than 30,000 Sq. Ft.	No Fee
Buildings greater than 30,000 Sq. Ft.	\$150.00
Daycare Facility 11 or more children	\$100.00
Daycare Facility 10 or less children	\$25.00

Re-inspection Fees

A business may be granted one (1) re-inspection at no charge at the discretion of the Fire Code Official. If the business inspection generates a second re-inspection, a fee will then be assessed. The fee will start at \$50.00 and increase in increments of \$50.00 for each additional re-inspection. All re-inspection fees shall be paid prior to the start of the scheduled inspection.

Miscellaneous Fees

Fire Watch/Special Duty	\$40.00 an hour per firefighter/inspector/EMT (Minimum of 4 hours)
Unit/Vehicle Fee	Ambulance: \$50.00 per hour Fire Engine: \$125.00 per hour Utility: \$30.00 per hour
Fire Extinguisher Training	\$150 for trainings larger than 15 persons. Each session is limited to 25 persons.

Part IV: Misc. Permits

Fireworks	Base Permit Fee \$100.00 \$50.00 per hour per Inspector required
Tent/Membrane Inspection	Base Permit Fee \$50.00 Each additional tent/membrane x \$25.00
UST or AST Hazard Storage List	Any required permit or inspection for UST or AST installation, alteration or removal will be directed to the State of Ohio Fire Marshall's Office at (614) 752-8200

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C. Witnessing of Acceptance Testing / Retest

- a. The responsible person shall schedule the attendance and witnessing of an acceptance test or retest with the Fire Code Official at least forty-eight (48) hours prior to the desired test date and time.
- b. Prior to scheduling an inspection, test or retest, the responsible person shall submit to the Fire Code Official, a Statement of Compliance (901.5.1) of the 2017 Ohio Fire Code. All fees shall be paid in full prior to scheduling the inspection, test or retest.
- c. Inspections will begin promptly at the scheduled time. Should the inspection not be ready to take place at the scheduled time, the inspection may be deemed incomplete, in which case a re-inspection will need to be scheduled and a fee may be assessed by the Fire Code Official. The fire department will not construct “punch lists” for projects.

D. Final Inspection

The responsible person shall schedule a final inspection with the Fire Code Official at least forty-eight (48) hours prior to the desired date and time for the inspection. All fees shall be paid in full prior to scheduling the final inspection.

E. Fire Watch/Crowd Managers

- a. As it pertains to the OFC **Section 403.12.1 Fire watch personnel**. Where, in the opinion of the fire code official, it is essential for public safety in a place of assembly or any other place where people congregate, because of the number of persons, or the nature of the performance, exhibition, display, contest or activity, the owner, agent or lessee shall provide one or more fire watch personnel, as required and approved. Fire watch personnel shall comply with paragraphs (C)(12)(a)(i)(403.12.1.1) and (C)(12)(a)(ii)(403.12.1.2) of this rule.
- b. As it pertains to the OFC **Section 403.12.2 Public safety plan for gatherings**. Where the fire code official determines that an indoor or outdoor gathering of persons has an adverse impact on public safety through diminished access to buildings, structures, fire hydrants and fire apparatus access roads or where such gatherings adversely affect public safety services of any kind, the fire code official shall have the authority to order the development of or prescribe a public safety plan that provides an approved level of public safety and addresses the following items:
 - (i) Emergency vehicle ingress and egress
 - (ii) Fire protection
 - (iii) Emergency egress and escape routes
 - (iv) Emergency medical services
 - (v) Public assembly areas
 - (vi) The directing of both attendees and vehicles including parking of vehicles
 - (vii) Vendor and food concession distribution
 - (viii) The need for the presence of law enforcement
 - (ix) The need for fire and emergency medical services personnel

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b. As it pertains to the OFC **Section 403.12.3 Crowd managers** for gatherings exceeding 1,000 people. Where facilities or events involve a gathering of more than 1,000 people, crowd managers shall be provided in accordance with paragraphs (C)(12)(c)(i)(403.12.3.1) to (C)(12)(c)(iii)(403.12.3.3) of this rule.

F. Construction Documents

a. Submittals shall be per the OFC **Sections 105.4.1 Submittals and 105.4.2 Information on Construction Documents**, with one (1) copy of each submittal, in either paper or electronic media, being tendered to the Fire Code Official.

i. Paper Media – One (1) full set of shop drawings at a standard engineering scale (1:10, 1:20, 1:30, 1:40, 1:50, 1:60) shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that the work will conform to the provisions of the OFC, relevant laws and these specific provisions.

ii. Electronic Media – One (1) base drawing of each sheet, at a standard engineering scale (1:10, 1:20, 1:30, 1:40, 1:50, 1:60) on a compact disc in a hard-plastic protective case or USB drive. Drawings shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that the work will conform to the provisions of the OFC, relevant laws and these specific provisions.

b. Submittals shall be per the OFC **Section 105.4.1 Submittals** application drawings shall include the requirements of the following submittal checklists, as applicable, of the Monroe Township Fire Department. The submittal checklists are available in the Fire Prevention section of the Monroe Township Website, www.monroetownship.org.

c. Plans submitted shall include the following information at a minimum:

1. Building layout on property showing parking lot entrances, fire hydrant locations, building entrances, FDC location, PIV locations, emergency generator location, and vehicle hazards indicating North.
2. Complete floor plan for each level with exits noted, standpipe locations, fire doors, fire extinguishers special hazards and loading docks.
3. Sprinkler zones for all floors
4. Fire wall locations for each floor
5. Locations of all utility shut-offs.
6. Hazardous Materials – including quantity's, storage locations and SDS Information
7. Knox Box key locations(s)
8. Details for high-pile / combustible storage. This shall include NFPA 13 required Owner's Certificate or an equivalent level of details.
9. Manufacturing facilities – A brief description of the operations planned for the facility.

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G. Premises Identification

In the OFC **Section 505.1 Address identification**. 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. Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response. Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address identification shall be maintained. The Monroe Township Fire Department specifications call for a minimum size in height of 6” with a minimum stroke width of 1” letters/numbers of contrasting color. The fire department only requires the actual digits of the address not the street name, unless specified specifically by the fire code official.

H. Multi- Tenant Commercial or Industrial Occupancies

a. In relation to the OFC **Section 403.11.1.5 Tenant identification** shall be provided for secondary exits from occupied tenant spaces that lead to an exit corridor or directly to the exterior of the building. Tenant identification shall be posted on the exterior side of the exit or exit access door and shall identify the business name and address. Letters and numbers shall be posted on the corridor side of the door, be plainly legible and shall contrast with their background. The letters/numbers shall be 6” in height and have a minimum stroke width of 1”.

b. Per the OFC **Section 509.1.1 Utility identification**. Where required by the fire code official, gas shutoff valves, electric meters, service switches and other utility equipment shall be clearly and legibly marked to identify the unit or space that it serves. Identification shall be made in an approved manner, readily visible and shall be maintained.

I. Hazard Communication

a. In relation to the OFC **Section 407 Hazard Communication**; Material Safety Data Sheets shall be provided as a paper copy and shall be located to the right side of the main front door of the structure and no more than three (3) feet inside of the door. The top of the holder of the Material Safety Data Sheets shall be a maximum of 75” above the finished floor. The location shall be approved by the Fire Code Official and is subject to change at the Fire Code Officials discretion.

J. Key (Knox) Boxes

a. Per the OFC **Section 506.1 Where required**. Where access to or within a structure or an area is restricted because of secured openings or where immediate access for life-saving or firefighting purposes, the Fire Code Official is authorized to require a key box to be installed in an approved location. The key box shall be of an approved type listed in accordance with UL 1037 as listed in rule 1301:7-7-80 of the Administrative Code and shall contain keys to gain necessary access as required by the fire code official.

b. In relation to the OFC **Section 506.1.1 Locks**. An approved lock shall be installed on gates or similar barriers where required by the fire code official.

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c. The style of Knox Box shall be approved prior to purchase and installation to confirm that it meets the specifications of the Monroe Township Fire Department. Placement of the Knox Box shall also be confirmed with the Fire Code Official prior to installation.

d. A card containing the emergency contact person(s) and phone numbers for the property shall be placed inside the box.

K. Emergency Responder Radio Coverage

a. Per the OFC **Section 510.1 Emergency responder radio coverage in new buildings**. All new buildings shall have approved radio coverage for emergency responders within the building based upon the existing coverage levels of the public safety communication systems of the jurisdiction at the exterior of the building. This paragraph shall not require improvement of the existing public safety communication systems. * *This shall also pertain to high risk buildings and/or those performing substantial modifications.*

b. Per the OFC **Section 510.3 Permit required**. A construction permit for the installation of or modification to emergency responder radio coverage systems and related equipment is required as specified in paragraph (E)(7)(e)(105.7.5) of rule 1301:7- 7-01 of the Administrative Code. Maintenance performed in accordance with this code is not considered a modification and does not require a permit.

c. Per the OFC **Section 510.4.1 Radio signal strength**. The building shall be considered to have acceptable emergency responder radio coverage when signal strength measurements in 95 per cent of all areas on each floor of the building meet the signal strength requirements in paragraphs (J)(4)(a)(i)(510.4.1.1) and (J)(4)(a)(ii)(510.4.1.2) of this rule.

d. Per the OFC **Section 510.4.1.1 Minimum signal strength into the building**. A minimum signal strength of -95 dBm shall be receivable within the building.

e. Per the OFC **Section 510.4.1.2 Minimum signal strength out of the building**. A minimum signal strength of -95 dBm shall be received by the agency's radio system when transmitted from within the building.

f. Per the OFC **Section 510.4.2.2 Technical criteria**. The fire code official shall maintain a document providing the specific technical information and requirements for the emergency responder radio coverage system. This document shall contain, but not be limited to, the various frequencies required, the location of radio sites, effective radiated power of radio sites, and other supporting technical information.

g. Per the OFC **Section 510.6.1 Testing and proof of compliance**. The emergency responder radio coverage system shall be inspected and tested annually or where structural changes occur including additions or remodels that could materially change the original field performance tests. Testing shall meet this OFC section. Third party certification of compliance with this code requirement will be required prior to final occupancy approval by the Monroe Township Fire Department

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L. Fire Apparatus Access Roads

Definition: FAAR – A road that provides fire apparatus access from a fire station to a facility, building or portion thereof. This is a general term inclusive of all other terms such as fire lane, public street, private street, parking lot lane, and access roadway.

a. In relation to the OFC **Section 501.3 Construction Documents**. Construction documents for proposed fire apparatus access, location of fire lanes, security gates across fire apparatus access and construction documents and hydraulic calculations for fire hydrant systems shall be submitted to the fire department for review and approval prior to construction. Prior to any above ground construction, a professional engineer shall complete and submit to the Fire Code Official a Certification of Approval Fire Apparatus Access Roads Form. The submittal checklists are available in the Fire Prevention section of the Monroe Township Website, www.monroetownship.org.

b. In relation to the OFC **Section 503.1.1 Buildings and facilities**. Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction which are not readily accessible from a public and/or private street. The fire apparatus access road shall comply with the requirements of this paragraph and shall extend to within 150' (45,720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility. The fire apparatus access road shall provide access to a minimum of three sides of the building or facility.

** The Fire Code Official is authorized to increase the dimension of 150' (45,720 mm) and every FAAR shall be maintained throughout construction.*

c. In relation to the OFC **Section 503.1.2 Additional Access**. The fire code official is authorized to require more than one fire apparatus access road based on the potential for impairment of a single road by vehicle congestion, condition of the terrain, climatic conditions or other factors that could limit access. The Monroe Township Fire Department requires at a minimum, two (2) access roads to all developments.

d. Per the OFC **Section 503.2.1 Dimensions**. Fire apparatus access roads shall have an unobstructed width of not less than 20' (6096 mm), exclusive of shoulders, except for approved security gates in accordance with paragraph (C)(6)(503.6) of this rule, and an unobstructed vertical clearance of not less than 13' 6" (4115 mm).

e. the Fire Code Official shall have the authority to require an increase in the minimum access width where they are inadequate for fire and rescue operations.

1. Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus weighing at least 75,000 pounds and shall be surfaced so as to provide all-weather driving capabilities.

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2. The required turning radius of a fire apparatus road shall be determined by the Fire Code Official. Cul-de-sacs shall have a minimum of 96' of unobstructed paved drivable surface, posted with signs that states "No Parking".

3. Dead-end fire apparatus access roads in excess of 150' in length shall be provided with an approved area for turning around fire apparatus.

f. Per the OFC **Section (3) 503.3 Marking**. Where required by the fire code official, approved signs or other approved notices or markings that include the words "**NO PARKING-FIRE LANE**" shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. The means by which fire lanes are designated shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility.

g. Vehicle access for firefighting shall be provided to all construction demolition sites. Vehicle access shall be provided to within 100' of temporary or permanent fire department connections. Vehicle access shall be provided by either temporary or permanent roads, capable of supporting the imposed load of fire apparatus weighing at least 75,000 pounds under all weather conditions.

M. Fire Hydrants

** The Monroe Township Fire Code Official shall have final approval on all locations of fire hydrants prior to any construction.*

a. Per the OFC **Section 507.1 Required water supply**. An approved water-supply capable of supplying the required fire flow for fire protection shall be provided to premises upon which facilities, buildings or portions of buildings are hereafter constructed or moved into or within the jurisdiction.

b. The maximum distance between fire hydrants shall be 300' in commercial districts and 500' in residential areas.

c. Fire hydrants shall be provided no less than 20' nor more than 50' from all intersecting streets.

d. One (1) fire hydrant shall be provided within one-hundred and fifty 150' of the terminus of a public or private dead-end street, stub street, common access drive, or cul-de-sac

e. Fire hydrants shall not require the opening of a valve for the fire hydrants to provide the required fire flows needed.

f. Hydrant flow testing, as recommended per NFPA 291, shall be conducted and documented to ensure that the minimum fire flow is available. These tests shall be conducted at the expense of the owner. The Monroe Township Fire Department shall be notified for the opportunity to witness these tests.

g. Fire hydrant and water line plans shall be submitted to the Monroe Township Fire Department. All plans shall be full size with one of the scales indicated above.

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h. The minimum water line size for a fire hydrant shall be 6". If the water line is a dead-end line and exceeds 600' in length or has two (2) or more hydrants on the line, an 8" pipe size is required.

i. The minimum branch size for a fire hydrant shall be six 6".

j. Fire hydrants shall have:

1. One (1) 5" Stortz connection
2. Two (2) 2.5" NST hose connections
3. Meet the NFPA National Standard fire hose threads

k. Additional fire hydrant requirements:

1. Set the depth so that the breakaway flange is within 6" above the finish grade
2. The steamer connection shall be facing the road
3. Check the hydrant to ensure that there is no leakage at breakaway flange and that the water freely drains through the weep hole when shut off

l. Fire hydrants shall be in service and a letter received from the local water department with a certificate of completion from the installing contractor prior to construction above grade. All hydrants shall remain functional and in service after this step.

N. Fire Suppression Systems

a. A copy of the sprinkler plans ***APPROVED BY THE MONROE TOWNSHIP FIRE DEPARTMENT*** shall remain on site after building occupancy.

b. Post Indicating Valve

- Sprinkler systems other than limited area systems, as defined in The Ohio Building Code, shall have a post indicating valve installed. The post indicating valve shall be monitored at a constantly attended location and/or kept locked. Post indicator valve locations shall be approved by the Monroe Township Fire Department. All control valves shall be provided with permanently attached identification tags indicating the valves function and what is being controlled. Post indicator valve handles shall be secured to the post indicator valve.

c. Fire Department Connections

- As defined in the Ohio Fire Code and the Ohio Building Code, the fire department connections shall be compatible with the connections of the AHJ. All threads provided for the fire department connections to the sprinkler system(s) or any other fire system supplying shall be a 5" Stortz connection with a 30-degree angle towards the ground. It shall also be 36" off of the finish grade.

- All fire department connections for the sprinkler system and standpipe systems shall be installed in a location approved by the Monroe Township Fire Department and be within 40' of the nearest approved fire hydrant. The fire department connection shall be marked with a red aluminum sign, 18" in height and 24" in width be mounted near fire department connection with the final location to be approved by the Monroe Township Fire Department. The sign shall have white letters reading "FDC" that are 6" in height and 1" stroke width. The fire department connection shall also have signage attached to the FDC,

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of Red aluminum that shall have 1" white letters containing the building address and what the required pump pressure shall be for the suppression system.

- The water line shall be a minimum of 6" diameter line from the 5" Storz fitting to the sprinkler riser. The fire department connection line may be a 4" line if the sprinkler water line into the building is a 4" or smaller line.

- If the fire department connection is in an area subject to vehicular, impact bollards shall be installed to protect the connection following the OFC 312 guidelines.

d. Underground Fire Service Mains

- Private fire service mains and their appurtenances shall be installed, flushed and tested per NFPA 24.

- The Monroe Township Fire Department shall be present to witness all underground fire line inspections.

e. Zone maps shall be posted near the riser(s) at a location determined by the Fire Code Official.

f. Each sprinkler riser shall be labeled with a permanently attached placard which includes the system demand design criteria.

O. Fire Alarm

a. A copy of the fire alarm plans ***APPROVED BY THE MONROE TOWNSHIP FIRE DEPARTMENT*** shall remain on site after building occupancy.

b. The Monroe Township Fire Department shall approve the location(s) of all fire alarm panels and remote indicators. An identification map approved by the Fire Code Official shall be installed at the alarm panel indicating all devices connected to the fire alarm system such as smoke detectors, pull stations, sprinkler systems, duct smoke detectors and like items. Remote annunciators shall be required in all fire pump rooms, riser rooms, inside at least one (1) main entrance to the building and inside designated fire department entry doors as determined by the Fire Code Official.

c. Per NFPA 72, the installing contractor shall complete and sign all appropriate fire alarm completion record.

d. Duct detector locations shall be designated by a 1" wide red plastic sign with .75" white lettering permanently attached to the ceiling grid below the unit or in a location as approved by the fire code official and shall read **Duct Detector #___**.

THE ABOVE RULES AND REGULATIONS ARE IN ADDITION TO ALL FEDERAL, STATE, COUNTY, LOCAL AND NATIONAL CODES AND STANDARDS.

For additional comments or questions to your specific development/building, contact the Monroe Township Fire Department at (740) 967-2976