



**CITY OF BLAINE**  
**10801 Town Square Drive**  
**Blaine MN 55449**  
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**DATE:** \_\_\_\_\_  
**PROJECT:** \_\_\_\_\_  
**ADDRESS:** \_\_\_\_\_  
**FIRE INSP:** \_\_\_\_\_  
**OCCUPANCY:** \_\_\_\_\_  
**PLANS DATED:** \_\_\_\_\_

### **SAFETY SERVICES**

#### **NEW CONSTRUCTION AND PLAN SUBMITTAL REQUIREMENTS**

Submittals for building permits must include all applicable items as indicated below.

1. Submittals for building permits must include detailed information relating to the proposed use and occupancy classification of the building.
2. Complete and submit a Hazardous Materials Inventory Statement documenting the quantities and classifications of hazardous materials to be used or stored inside or outside of the facility. Hazardous materials must be classified according to the Minnesota Fire Code.
3. Provide a storage arrangement plan describing materials to be stored, the quantities and heights of storage. Storage of combustible materials exceeding 12' in height and storage of high hazard commodities exceeding 6' in height must meet the requirements of the Minnesota Fire Code. A completed high-piled storage worksheet is required.
4. Provide a list of special operations such as welding, cutting and other hot-work, battery charging stations, application of combustible or flammable finishes, dip-tank operations, laser use, medical gas use and storage, etc.
5. Provide floor plans indicating locations and specifications of equipment such as spray booths, industrial ovens, commercial cooking equipment, exhaust hoods, dust collectors, parts cleaning equipment, forklift and industrial battery charging stations, etc.
6. Provide floor plans showing locations of roof and attic access, electrical and mechanical rooms, sprinkler riser rooms, fire alarm control panels, annunciator panels and portable fire extinguishers.
7. Provide signage for doors opening to rooms containing roof and attic access, electrical and mechanical equipment, sprinkler control assemblies, fire alarm control panels and annunciator panels shall be clearly labeled. This may require interior and/or exterior doors to be labeled.

8. Install a Knox brand fire department key box on the building in an approved location no higher than 6 feet above grade. For single tenant buildings, the box should be mounted near the main entrance. For multi-tenant buildings, the box should be mounted near the fire department connection.
9. Provide an onsite hydrant, obtain fire department approval for location. Hydrants must have National Standard threads on 2- 1/2" outlets and Minneapolis Standard threads on 4-1/2" outlet.
10. Water lines, when serving both a sprinkler system and hydrant, must be a minimum of 8-inches up to the point of the hydrant. The line to the building can be reduced to 6-inches if this is adequate to supply the system.
11. Provide in electronic format 1) a site plan showing access drives and hydrant locations, and: 2) a building floor plan, both to be used in the Fire Department Pre-fire Plan software. Drawings must be in one of the following file formats: AutoCAD native file format: .DWG; Drawing exchange Format: .DXF; Visual CADD format: .VCD; Generic CADD format: .GWD; Previous CAD Zone format: .DW2; Design CAD format: .DW2.
12. Post approved signage for fire lanes as required by fire inspection staff.
13. Fire department access roads must be a minimum width of 20 feet, have a minimum outside turning radius of 49 feet with a 52 foot overhang radius and must be bituminous or an engineered paver block system able to support 35-ton emergency vehicles. An acceptable standard for solely fire department access is a sand base, 4-inches of Class-V and 2-inches of bituminous. Other areas must be designed with a minimum of a sand base, 4-inches of Class-V and 3 inches of bituminous.
14. Provide 12" address numbers on the elevation facing the street. Multi-tenant buildings shall post suite numbers for the individual tenants. Suite numbers shall be displayed on all front and rear access doors with a minimum of 3-inch numbers.
15. Trash enclosures must be located at least 5 feet from combustible walls, combustible eaves and openings into the building. Trash compactors that are connected to a building shall be protected by 1-1/2 hour fire-resistive self-closing doors. Rolling type doors must be actuated by a smoke detector and fusible link. Hinged doors shall be equipped with a magnetic hold-open device actuated by a smoke detector or provide sprinkler protection at the compactor opening. Additionally, a 12" x 12" exterior access panel must be provided in the chute for fire department access.
16. Provide furniture flammability and smoke development information.
17. A separate permit is required for all above ground or below ground tanks. Submit manufacturer's information and detailed plans. All equipment must be UL listed.
18. Provide fire extinguishers as required by the Minnesota Fire Code. Multi-purpose extinguishers require a minimum rating of 4A:20BC (10 lb.) and be spaced with maximum travel distance of 75 feet from any point to a fire extinguisher. K-class portable fire extinguishers are required in commercial kitchens. D-class portable fire extinguishers shall be installed in machine shops.

19. Provide fire sprinkler plans and hydraulic calculations. A separate Fire Department permit is required. See the Automatic Fire Sprinkler Handout for additional requirements.
20. Provide fire alarm plans and specifications. A separate Fire Department permit is required. All equipment must be UL listed. Systems must be NFPA 72 compliant and have two means of signal transmission. See the fire alarm system handout for additional requirements.
21. Fire alarm system must be centrally monitored, the monitoring company must be able to differentiate between a sprinkler waterflow alarm and other fire alarms, such a manual pull stations and smoke detectors.
22. Fire alarm control panels shall be protected with a smoke detector near the panel.
23. Upon installation, all fire protection systems shall be pre-tested before calling for an inspection. If during the inspection any fire protection equipment fails to function property, the inspection will need to be rescheduled and a re-inspection fee may be charged.
24. Illuminated exit signs and emergency lighting with battery back up must be provided whenever two or more exits are required. When emergency lighting is required it must also extend to the exterior of the building and illuminate the exterior door landing area. Emergency power sources must be tested at least annually to verify the secondary power source (battery pack) is able to provide 90-minutes of power to exit signs. Installation of exit signs and emergency lights that are capable of performing the annual 90-minute test automatically and without having to hold a button for 90-minutes is required. Installation of self-diagnostic type exit signs and emergency lights is recommended.
25. See attached requirements or additional items listed below:

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26. The following contact information must be provided with all plans:

Contractor _____	Phone _____
Building Owner _____	Phone _____
Business Owner _____	Phone _____
Architect _____	Phone _____
Fire Protection Engineer _____	Phone _____