



Napa County Fire Marshal's Office

1125 Third Street
Napa, CA 94559
Office: (707) 229-1464

Be advised this list is intended to be an informational guide only for commercial projects

General:

- All fire department access roads shall be completed with all-weather surfaces prior to the stockpiling of combustible materials or beginning combustible construction.
- At all times, all access roads shall be kept free of obstructions to allow Fire Department access.
- All Fire Department inspection requests shall be made a minimum of 48 hours in advance by the contractor performing the work. Superintendents and general contractors shall not call to schedule inspections unless for striping or Fire Final. All inspections shall be scheduled through the Fire Marshal's Office by calling **(707) 299-1464**.
- An approved stamped set of plans shall be furnished to Fire Inspector upon arrival for all inspections.
- At the discretion of the Fire Inspector, any field changes deviating from the approved set of plans shall require a revised plan submittal. The revised plan submittal will need to be reviewed and approved prior to any further inspections being conducted by the Fire Inspector as it relates to that portion of the project.
- Location and installation of Knox box document cabinet will be confirmed by the Fire Inspector prior to Fire Final.
- Fire lane signage, curb markings & hydrant markings (blue dots) shall comply will Fire Code and NFPA requirements.

Underground:

- Open trench and thrust block inspections are not required for fire service mains including hydrants.
- A hydrostatic pressure test of 200 psi for 2 hours for all underground fire service mains shall be witnessed and approved by the Fire Inspector.
- Underground piping, from the water supply to the system riser, and lead-in connections to the system riser, including all private hydrants, shall be completely flushed before the connection is made to downstream the fire protection system piping. The minimum flow

shall be in accordance with table 10.10.2.1.3 found in NFPA 24. The underground flush shall be witnessed by the Fire Inspector.

- All private hydrants shall be painted yellow and the caps shall be painted per NFPA 291 requirements.
- An underground Record of Completion shall be required prior to sign off and any further related inspections by the Fire Inspector.

Sprinkler (Above Ground):

- No weld inspections are required.
- All sprinkler personal are required to possess OSFM certification or registration cards while on the job site.
- All sprinkler work shall be installed per the approved set of plans.
- A rough/hydro inspection is required at 200 psi for 2 hours.
- All as-builds and/or revised plans shall be submitted and approved prior to further inspections by the Fire Inspector.
- Where applicable, a standpipe test shall be required for systems that contain a standpipe. The contractor shall coordinate the standpipe test and furnish a plan to the Fire Marshal's Office prior to scheduling the standpipe test.
- A hydraulic plate shall be installed on the riser prior to final.
- Spare head box and wrench shall be mounted at location detailed by Fire Inspector.
- Bollard protection for fire riser may be required depending on location.
- A weld certification shall be provided to the Fire Inspector prior to sprinkler final inspection.
- A Record of Completion shall be required prior to sign off and any further related inspections by the Fire Inspector.

Fire Alarm:

- **Prior to Fire Alarm Final all the following shall be completed.**
- A 100% pre-test and documentation showing the results shall be submitted to the Fire Inspector.
- A 24-hour battery backup test.
- A live alarm acceptance test shall be conducted on with the Fire Inspector present. The test shall be conducted on battery back-up.
- Testing and certification of all smoke curtains, fire doors, duct detectors and related devices/appurtenances (where applicable).
- A copy of the Record of Completion shall be furnished to the Fire Inspector during Fire Alarm Acceptance Test.
- A copy of the Monitoring Agreement shall be furnished to the Fire Inspector during Fire Alarm Acceptance Test.
- Fire Alarm document box shall be installed at a location assigned by Fire Inspector.

Fire Pump:

- Fire pumps are required to be installed per manufacturer's specifications and per approved plans.
- Changes made to the install require as-build submittal prior to inspection.
- All electrical wires and conduit inside fire pump room shall be inspected and approved before acceptance test.
- Fire pump rooms shall be properly ventilated.
- Fire pump rooms shall have louvered doors.
- Fire pump rooms shall have emergency lighting.
- An acceptance test shall be performed and witnessed by the factory authorized representative.
- A copy of the manufacturers certified pump test curb shall be submitted to the fire inspector prior to fire pump approval.
- A copy of the NFPA 20 Fire Pump Certification shall be provided to the Fire Inspector prior to fire pump approval.

Signage:

- All commercial buildings shall have a permanent address sign adjacent to a public road. Each number shall be a minimum of 6" in size, in contrast and facing both sides of main road.
- All utility rooms and related fire appurtenances shall be labeled and be properly identified as to the purpose they serve.
- All required signs shall be weather resistant and permanently affixed.
- All Riser Rooms, Fire Alarm Rooms and Fire Pump Rooms shall be labelled with a permanent sign that has red background and white letters.
- In utility rooms or other areas where combustible storage is not allowed, a permanently affixed sign shall be installed that reads, "By order of the Fire Marshal, there shall be no storage in this room".
- All OS&Y's / Backflow Preventors shall have signage stating the address the device services. *(4-inch characters / red background with white lettering / weather resistant, permanently affixed & facing the street)*
- All FDC's shall be located at the nearest point of access for fire apparatus or in a location that's approved by the fire inspector.
- All FDC's and PIV's shall be painted red and shall have adequate signage in white letters.

Occupancy:

- A Temporary Certificate of Occupancy (TCO) shall only be granted once **ALL** Fire and Life safety systems (Sprinkler, Fire Alarm, Fire Pumps, Fixed Fire Protection Systems etc.) have been inspected and approved by the Fire Inspector. A Certificate of Occupancy (C of O) shall only be granted by the Fire Marshal's Office on completion and approval of all required inspections and receipt of all required project documentation.