



CITY OF  
SANTA ROSA

**Fire Department**

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**FIRE DEPARTMENT  
INFORMATION BULLETIN**

**SUBJECT: S-3 REPAIR GARAGES AND SERVICE STATIONS**

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| <b>Bulletin Number: 034</b><br><b>Date of Issue: February 1, 1996</b>   |
| <b>Code Reference:</b><br><b>1994 Uniform Fire Code (UFC) Article 29, 79 &amp; 80</b><br><b>1994 Uniform Building Code (UBC) Chapters 3 and 10</b><br><b>Santa Rosa City Code Chapters 18-16, 18-44</b> |

**NOTE:** This bulletin is a summary of Fire Department interpretations of City and State Codes. Information contained herein applies to typical instances and may not address all circumstances.

**DESCRIPTION OF OCCUPANCY:**

Repair garages where work is limited to exchange of parts and maintenance requiring no open flame, welding or use of Class I, II or III-A liquids, motor vehicle fuel-dispensing stations and parking garages not classified as 5, Division 4 open parking garages or Group U, Division 1 private garages.

**INSPECTION CHECKLIST:**

\_\_\_\_\_ **Premises Identification:** Address numbers shall be visible and legible from the access roadway. New construction and remodels subsequent to March 13, 1986, shall be provided with illuminated address signs. City Ordinance 18-16.034. UFC 901.4.4. Information Bulletin 015.

\_\_\_\_\_ **Fire lanes are clear and identified. UFC 901.4.2. Information Bulletin 003.**

\_\_\_\_\_ **Fire sprinkler system exterior control valves are open, secured and identified. UFC 1001.5.1.**

\_\_\_\_\_ **On-site fire hydrants and fire sprinkler "Fire Department connection (FDC)" are operational and accessible. 36" clearance is required. UFC 1001.7.**

\_\_\_\_\_ **Fire Department Key Box is accessible and has keys for the required access.**

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**UFC 902.4.**

\_\_\_\_\_ **Hazardous Materials Management Plan (HMMP), UFC 8001.3.2, and Hazardous Materials Inventory Statement (HMIS), UFC 8001.3.3, and Material Data Sheets (MSDS), UFC 8001.6 are identified and available in a central location for review by emergency responders. Information is current and accurate.**

\_\_\_\_\_ **Fire Department permits are posted, UFC 105.5, and the permits are available for permitted operations as required.**

\_\_\_\_\_ **Hazardous materials signage is provided if applicable. NFPA 704 Placard at all entrances to the facility. UFC 8001.7.**

**FIRE ALARM/SUPPRESSION SYSTEMS:**

\_\_\_\_\_ **Fire suppression system (sprinkler, standpipe, hood system, etc...) is operational, coverage is adequate and system has been inspected and serviced as required. T-19 Section 2.3.24. Information Bulletin 026.**

\_\_\_\_\_ **Fire sprinkler system is monitored by an approved Central station monitoring company where the system serves in excess of 100 sprinklers. UFC 1003.3.1.**

\_\_\_\_\_ **Fire alarm system is operational, has been inspected and serviced as required. UFC 1001.5.1.**

**SPECIFIC REQUIREMENTS:**

\_\_\_\_\_ **Floors of storage garages, motor vehicle fuel-dispensing stations and Division 1 repair garages should be of non-combustible, nonabsorbent materials and should drain to an approved oil separator or trap discharging to sewers in accordance with the Plumbing Code. UBC Section 311.2.3.1.**

\_\_\_\_\_ **Exhaust mechanical ventilation at or near floor level should be provided in all buildings or portions thereof where Class I, II or III-A liquids are used. UBC Section 1202.2.6.**

\_\_\_\_\_ **In enclosed parking garages, ventilation should be provided at the rate of 1.5 cfm per square foot of gross floor area. UBC Section 1202.2.6.**

\_\_\_\_\_ **Garage floors shall drain to approved oil separators or traps discharging to an approved location in accordance with the plumbing code. UFC Section 7901.8.**

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\_\_\_\_\_ **Devices generating a glow, spark or flame capable of igniting flammable vapors shall not be installed or used within 18 inches of the floor. UFC Section 2904.1.**

\_\_\_\_\_ **Welding, cutting torch or open flames are prohibited. UBC Section 311.1.**

**SPECIFIC FUEL STATION REQUIREMENTS**

\_\_\_\_\_ **Leak detection testing shall be completed in accordance with Information Bulletin 91-010. Results and records must be available for inspection. UFC Section 7901.8.4.4.2.**

\_\_\_\_\_ **Smoking and open flames shall be prohibited. Signs shall be posted in the area of the dispensers. UFC Section 5201.8.**

\_\_\_\_\_ **Dispensing operations (public) shall be supervised by a qualified attendant. Section UFC 5201.6.1.**

\_\_\_\_\_ **Emergency pump shutoff shall be visible and accessible within 75 feet of the dispenser location. UFC 5201.5.3.**

**EXITS:**

\_\_\_\_\_ **Exit doors and exit ways (corridors, aisles, etc..) are clear and unobstructed. UFC 1203.**

\_\_\_\_\_ **All exit doors shall be operable from the inside without the use of a key or any special knowledge or effort. UFC 1207.3.**

\_\_\_\_\_ **All exit doors shall swing in the direction of exit travel. UFC 1207.2.**

\_\_\_\_\_ **A minimum of two (2) exits required when the occupant load exceeds Table 9-A column 2 limits. UFC Table 9-A Appendix VI-D.**

\_\_\_\_\_ **Aisles leading to required exits shall be provided from all portions of a building. Aisle widths shall be provided in accordance with the following: UFC 1204.2.2.**

- 1. In areas serving employees only, the minimum aisle width may be 24 inches but not less than the width required by the number of employees served.**
- 2. In public areas the minimum clear aisle width shall be 36 inches**

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where tables, counters, furnishings, merchandise or other similar obstructions are placed on one side of the aisle only and 44 inches when such obstructions are placed on both sides of the aisle.

**EXIT SIGNS AND EXIT PATH ILLUMINATION:**

\_\_\_\_\_ Exit signs shall be installed at required exit doorways and where otherwise necessary to clearly indicate the direction of egress when two (2) exits are required by UBC Table 9-A (attached). UFC 1212.

**EXCEPTION:** Main exterior exit doors which obviously and clearly are identifiable as exits need not be signed when approved by the building official.

\_\_\_\_\_ Lettering, arrows and other symbols on exit signs shall be in high contrast with their background. Words on the sign shall be in block letters 6 inches in height with a stroke of not less than 3/4 inches. UFC 1212.3.

\_\_\_\_\_ Signs shall be illuminated internally or externally from the building electrical service and shall have an emergency backup system utilizing batteries or a generator or shall be of an approved self-luminous type. UFC 1212.4.

Exit path illumination shall be provided when the occupant load exceeds 100 persons. The illumination shall be provided by the building electrical service and shall have an emergency backup system utilizing batteries or a generator. UFC 1211.

**ELECTRICAL:**

\_\_\_\_\_ Minimum of 30 inches of clearance shall be provided in front of electrical control panels - UFC 8509.2.

\_\_\_\_\_ Extension cords shall not be used as a substitute for permanent wiring. UFC 8506.1.

\_\_\_\_\_ Extension cords and flexible cords shall not be affixed to structures, extend through walls, ceilings, floors, under doors or floor coverings, nor be subject to environmental damage or physical impact - UFC 8506.3.

\_\_\_\_\_ Unused openings in boxes, raceways, cabinets, equipment cases or housings shall be closed to afford protection substantially equivalent to the wall of the equipment - UFC 8504, NEC 110-12.

\_\_\_\_\_ Electrical panel switches shall be legibly marked to indicate purpose - UFC 8509.3, NEC 110-22.

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\_\_\_\_\_ **Circuit breakers and other electrical equipment to be in good working order with no apparent melting or discoloration - UFC 8504.**

\_\_\_\_\_ **Multiplug adapters shall be listed and shall be designed as specified within the NEC. UFC 8507.**

**FIRE EXTINGUISHERS:**

\_\_\_\_\_ **Provide one (1) 2A10BC extinguisher for each 3,000 square feet of floor area. Distance from any point shall not exceed 75 feet. UFC 1002.1.**

\_\_\_\_\_ **All extinguishers must be service, tagged and dated annually or immediately after use by a State Fire Marshal licensed company - T19-597.1.**

\_\_\_\_\_ **The State Fire Marshal tag should appear with the following service information: Month, day, year last serviced, type service, licensed company's name - T-19.597.3.**

**HEATING/COOLING:**

\_\_\_\_\_ **Combustible storage is not permitted in boiler rooms, mechanical rooms, heater closets or central heating room. UFC 1103.3.2.4.**

\_\_\_\_\_ **Gas appliances shall be vented to approved flues. UFC 1107.1.**

\_\_\_\_\_ **Accumulations of combustible waste material of any kind shall not be permitted to remain upon any roof or in any yard, vacant lot or open space. UFC 1103.2.1.2.**

\_\_\_\_\_ **Combustible rubbish, or waste material, kept within a building shall be securely stored in metal or metal-lined receptacles equipped with tight-fitting covers. Debris shall be removed from the building a minimum of once a day with the exception of commercial metal dumpsters within approved fire rated rooms or vaults. UFC 1103.2.1.2.**

\_\_\_\_\_ **Commercial dumpsters and containers of 1.5 cubic yards or greater shall not be stored or placed within 5 feet of combustible walls, openings or combustible roof eave or property lines. UFC 1103.2.2. UBC 18-16.070.**

**EXCEPTION: Areas containing dumpsters or containers protected by an approved automatic sprinkler system. UBC 18-16.070.904.2.11.1.**

\_\_\_\_\_ **Storage shall be orderly, shall be more than 2 feet from the ceiling, and shall be so located as not to endanger exit from the building. UFC 1103.3.2.2.**

\_\_\_\_\_ **Combustible material beneath the structure, or any accumulation of combustible debris or rubbish is not permitted. UFC 1103.2.**

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\_\_\_\_\_ Combustible materials shall not be stored in attic areas or similar spaces.  
UFC 1103.3.2.5.

**EXCEPTION:** When walls, floor and ceiling forming the storage area are protected on the attic room side as required for one hour fire resistive construction or protected by fire sprinklers.

**SERVICE STATION FUEL TANK REQUIREMENTS**

\_\_\_\_\_ See Information Bulletin 010.  
**FLAMMABLE/COMBUSTIBLE LIQUIDS**

\_\_\_\_\_ See Information Bulletin 006.

**HAZARDOUS MATERIALS**

\_\_\_\_\_ See Information Bulletin 001.

**PERMITS**

- PERMITS WHICH MAY BE REQUIRED:** Information Bulletin 018.
- Repair Garage. Permit 35.
  - Hazardous Materials Storage, Use, Handling of. Permit 39.
  - High-piled Combustible Storage. Permit 44.
  - Spraying or Dipping Operations. Permit 70.