

# OCCUPANCY PERMIT REQUIREMENTS

CITY OF SONORA FIRE DEPARTMENT ~ 201 S. SHEPHERD ST. ~ SONORA, CA 95370 ~ (209) 532-7432 - FAX: (209) 532-5936  
CITY OF SONORA BUILDING DEPARTMENT ~ 94 N. WASHINGTON ST. ~ SONORA, CA 95370 ~ (209) 532-3508 - FAX: (209) 532-3511

As part of your business license application, the City of Sonora requires an approved "Occupancy Permit". The purpose of this permit is to assure that basic minimum building and fire safety standards are met. Below is a check list you can use to assure that your building (business) will pass the on-site inspection by the Fire and/or Building Departments. When you feel that you are ready for an inspection, contact the Building Department at: 532-3508 to schedule an inspection. If you have any questions, don't hesitate to contact the Building Department: 532-3508 or the Fire Department: 532-7432.

The City of Sonora requires compliance with those items indicated below:

## ACCESS/SIGNAGE

- Remove obstructions from fire apparatus access road to maintain minimum clear width of 20 feet and height of 14 feet.
- Provide unit identification/address numbers that are plainly visible, minimum of 3" and legible from the street fronting the property.
- Rooms used for assembly of fifty (50) or more people shall have the room capacity posted near the main exit.

## COMMERCIAL COOKING

- Provide a class "K" fire extinguisher in commercial kitchens creating grease and located within thirty (30) feet of the cooking area.

## ELECTRICAL

- Remove extension cords used as a substitute for permanent wiring.
- Power taps with circuit protection shall be directly connected to a permanently installed receptacle.
- Repair or replace damaged wiring.  Repair/replace missing or loose cover plates.
- Exposed wire not listed for outside use of less than eight (8) feet high must be protected (wire mold, conduit, etc.)
- Maintain a clear and unobstructed area no less than thirty (30) inches around the face of the electrical panel.
- Mark doors to electrical rooms "ELECTRICAL ROOM".
- Label all circuit breakers appropriately with the areas or devices they serve, including "Main Electrical Disconnect".

## FIRE DEPARTMENT CONNECTION (FDC)

- Replace caps on Fire Department Connection. Backflush system to verify line is clear. Maintain records on site.
- Clear obstructions at least three (3) feet around Fire Department Connection/hydrant and paint FDC and PIV red.

## FIRE EXTINGUISHERS

- Provide one fire extinguisher, with a minimum rated 2A:10-B:C, for every seventy-five (75) feet of travel distance.
- Extinguishers are to be hung between 36" and 60" from the floor and provide extinguisher sign/arrow, if hidden
- Extinguishers are to be visually checked monthly and documented.
- Fire extinguishers shall be serviced and tagged annually and after use.

## FIRE PROTECTION

- Label door to room containing fire alarm control panel "FIRE ALARM PANEL"
- FIRE SPRINKLER SYSTEM required to be tested every five (5) years.
- STANDPIPE SYSTEM required to be tested every five (5) years.

## FIRE RESISTIVE CONSTRUCTION AND ASSEMBLIES

- Repair/replace damaged fire resistive construction (occupancy separations, draft stops, self-closing separation doors, etc).

## FIRE SPRINKLER SYSTEMS

- Replace damaged, corroded or painted sprinkler heads.  Repair/replace missing or damaged escutcheon plates.
- Provide guards (cages) for sprinkler heads subject to mechanical injury.
- Label locations of fire sprinkler riser "FIRE SPRINKLER RISER".
- Central Station electronic monitoring of alarms is required if over one hundred (100) sprinkler heads.

## HAZARDOUS MATERIALS

- Secure all gas cylinders with chains.
- "MSDS" sheets on file
- Hazardous materials quantities exceed ten gallons per hazard class. Reduce quantities or obtain hazardous materials permit.

## MEANS OF EGRESS

- Exit doors shall be accessible without the use of a key or any special knowledge or effort.
- Post sign "This Door/These Doors To Remain Unlocked During Business Hours" above main exit doors.
- Exits and exit-ways shall not be obstructed.  Exit signs shall be internally/externally illuminated at all times, when required.
- Emergency lighting fixtures shall be maintained/documented.

## STORAGE OF COMBUSTIBLES/VEGETATION

- In sprinklered buildings, storage shall not obstruct fire sprinklers & shall be kept at least 18" below ceiling height.
- In non-fire-sprinklered buildings, storage shall be kept at least twenty-four (24) inches below ceiling.
- Discontinue storage in electrical, mechanical, equipment and boiler rooms.
- Brace and strap water heater at points with the upper third (1/3) and lower third (1/3) of their physical dimension.
- Dumpsters exceeding 40.5 cu. ft. (305 gal.) shall be stored at least 5 feet away from the building or protected with sprinklers.

## STRUCTURAL PROTECTION

- Protect aboveground gas meters and piping exposed to vehicular damage with approved posts.