

Office of the State Fire Marshal

Construction Project & Plan Submittal Guide



OSFM- Plan Review
2011

Preface

In 1972 under Kansas Statute Annotated (K.S.A.) 31-133 the Office of the State Fire Marshal was tasked with adopting reasonable rules and regulations for the safeguarding of life and property from fire, explosion and hazardous materials.

Effective July 9, 2004, Kansas Administrative Regulation (K.A.R) 22-1-7 requires all public building owners and operators of all new construction, additions and changes in use to provide for review and permanently maintain a code footprint at the site and make them available to fire authorities.

The Office of the State Fire Marshal has employed and authorized three Fire Protection Specialists to be responsible for building construction plan submittal, review and approval. The Fire Protection Specialists can be contacted at:

**Office of the State Fire Marshal
800 SW Jackson, Suite 104
Topeka, KS 66612**

**(785) 296-3401
(785) 296-0151 (Fax)**

This guide and the information provided within may be accessed at www.KSFM.ks.gov

Introduction

The plan review architect of the Kansas State Department of Education is constituted to verify school construction plan compliance with Kansas Statute Annotated (K.S.A.) 31-150 regarding plan submittal requirements and specified State adopted building code provisions as well as K.S.A. 58-1301 regarding Accessibility standards.

Additionally, the plan review architect offers the following assistance and/or guidance to school administrators, school boards, architects, engineers and school consultants regarding proposed school construction planning and design:

- **Requirements of the statutes specifying professional design services and school construction plan submittal.**
- **Specific features or accommodations for schools mandated by statute or regulation.**
- **Identification of building codes and standards adopted by statute.**
- **Content, interpretation and application of adopted building codes and standards.**
- **Jurisdiction and involvement of other state agencies and/or local building departments.**
- **School facility accessibility requirements.**

Kansas Statutes Annotated

The following Kansas Statutes Annotated (**K.S.A.**) and Kansas Administrative Regulations (**K.A.R.**) pertain to the requirements for the design, construction and accessibility of buildings in Kansas.

31-132. Fire safety and prevention; definitions. As used in this act, unless the context otherwise requires:

(a) "Person" means an individual, partnership, corporation or other association.

(b) "Nationally recognized code" or "nationally recognized fire prevention code" means any published compilation of rules and regulations relating to fire prevention which have been prepared by a nationally recognized technical trade or service association. For the purposes of this act, the fire prevention codes of the national fire protection association and standards of the American national standards institute shall constitute examples of nationally recognized fire prevention codes.

(c) "Municipality" means any incorporated city, any county or any other political subdivision of this state.

(d) "Nationally recognized building code" means any published compilation of rules and regulations relating to building construction which have been prepared by a nationally recognized technical trade or service association.

History: L. 1972, ch. 157, § 1; L. 1980, ch. 120, § 1; July 1.

AGO: 98-6, 98-9

31-133. Fire marshal; power and duties; rules and regulations. (a) The state fire marshal shall adopt reasonable rules and regulations, consistent with the provisions of this act, for the safeguarding of life and property from fire, explosion and hazardous materials. Such rules and regulations shall include, but not be limited to the following:

(1) The keeping, storage, use, sale, handling, transportation or other disposition of highly flammable materials, including crude petroleum or any of its products, natural gas for use in motor vehicles, and of explosives, including gunpowder, dynamite, fireworks and firecrackers; and any such rules and regulations may prescribe the materials and construction of receptacles and buildings to be used for any of such purposes;

(2) the transportation of liquid fuel over public highways in order to provide for the public safety in connection therewith;

(3) the construction, maintenance and regulation of exits and fire escapes from buildings and all other places in which people work, live or congregate from time to time for any purpose, including apartment houses, as defined by K.S.A. 31-132a, and amendments thereto. Such rules and regulations shall not apply to buildings used wholly as dwelling houses containing no more than two families;

(4) the installation and maintenance of equipment intended for fire control, detection and extinguishment in all buildings and other places in which persons work, live or congregate from time to time for any purpose, including apartment houses as defined by K.S.A. 31-132a, and amendments thereto. Such rules and regulations shall not apply to buildings used wholly as dwelling houses containing no more than two families;

(5) requiring administrators of public and private schools and educational institutions, except community colleges, colleges and universities, to conduct at least one fire drill each month at some time during school hours, aside from the regular dismissal at the close of the day's session, and prescribing the manner in which such fire drill is to be conducted;

(6) procedures for the reporting of fires and explosions occurring within the state and for the investigation thereof;

(7) procedures for reporting by health care providers of treatment of second and third degree burn wounds involving 20% or more of the victim's body and requiring hospitalization of the victim, which reporting is hereby authorized notwithstanding any provision of K.S.A. 60-427, and amendments thereto, to the contrary;

(8) requiring administrators of public and private schools and educational institutions, except community colleges, colleges and universities, to establish tornado procedures, which procedures shall provide for at least three tornado drills to be conducted each year at some time during school hours, aside from the regular dismissal at the close of the day's session, shall describe the manner in which such tornado drills are to be conducted, and shall be subject to approval by the state fire marshal;

(9) requiring administrators of community colleges, colleges and universities to establish tornado procedures, which procedures shall be subject to approval by the director of the disaster agency of the county;

(10) the development and implementation of a statewide system of hazardous materials assessment and response;

(11) the use of pyrotechnics, pyrotechnic devices and pyrotechnic materials; and

(12) other safeguards, protective measures or means adapted to render inherently safe from the hazards of fire or the loss of life by fire any building or other place in which people work, live or congregate from time to time for any purpose, except buildings used wholly as dwelling houses containing no more than two families.

(b) Any rules and regulations of the state fire marshal adopted pursuant to this section may incorporate by reference specific editions, or portions thereof, of nationally recognized fire prevention codes.

(c) The rules and regulations adopted pursuant to this section shall allow facilities in service prior to the effective date of such rules and regulations, and not in strict conformity therewith, to continue in service, so long as such facilities are not determined by the state fire marshal to constitute a distinct hazard to life or property. Any such determination shall be subject to the appeal provisions contained in K.S.A. 31-140, and amendments thereto.

History: L. 1972, ch. 157, § 2; L. 1974, ch. 172, § 1; L. 1975, ch. 219, § 1; L. 1975, ch. 220, § 1; L. 1976, ch. 200, § 1; L. 1982, ch. 168, § 1; L. 1985, ch. 128, § 1; L. 1988, ch. 127, § 1; L. 1999, ch. 65, § 1; L. 2004, ch. 1, § 7; Mar. 4.

31-134. Adoption of rules and regulations, procedure; distribution; fees; remittance; designated as fire prevention code; judicial review. (a) Any rules and regulations adopted by the state fire marshal under this act shall comply with the provisions of K.S.A. 77-415 et seq., and amendments thereto, except that:

(1) In addition to the method of providing notice of the public hearing prescribed by K.S.A. 77-421, and amendments thereto, such notice shall be published three times in at least

two newspapers of general circulation, with the last published notice to appear not less than 15 days prior to the public hearing.

(1) The state fire marshal shall make available for general distribution upon request copies of any nationally recognized code adopted by reference, marked so as to indicate the provisions thereof which have been so adopted. The state fire marshal may charge a fee for the copies in an amount equal to the cost of the copies and their distribution. Upon collection of any such fees, the state fire marshal shall remit to the state treasurer such fees in accordance with the provisions of K.S.A. 75-4215, and amendments thereto. The state treasurer shall deposit the entire amount in the state treasury. The state treasurer shall credit 20% of each such deposit to the state general fund and shall credit the remainder of each such deposit to the fire marshal fee fund.

(2) In addition to the filing requirements of K.S.A. 77-416, and amendments thereto, the state fire marshal shall publish all such rules and regulations and make the same available for distribution to the general public upon request, but the fire marshal shall not be required to republish the provisions of any nationally recognized code adopted by reference if such provisions are made available for general distribution upon request to the fire marshal's office.

(b) The rules and regulations adopted by the state fire marshal under authority of this act shall be known and may be cited as the Kansas fire prevention code. Such rules and regulations shall have uniform force and effect throughout the state. No municipality shall enact or enforce any ordinance, resolution or rule or regulation inconsistent therewith, except that nothing in this act shall be construed to impair the power of any municipality to regulate the use of land by zoning or fire district regulations or to prohibit or regulate the sale, handling, use or storage of fireworks within its boundaries. Whenever a question shall arise as to whether another state statute or an enactment of a municipality is inconsistent with the provisions of the fire prevention code, it shall be the duty of the state fire marshal to make such determination after a hearing thereon with all interested parties conducted in accordance with the provisions of the Kansas administrative procedure act. Any action of the state fire marshal pursuant to this section is subject to review in accordance with the act for judicial review and civil enforcement of agency actions.

History: L. 1972, ch. 157, § 3; L. 1980, ch. 120, § 3; L. 1983, ch. 130, § 1; L. 1986, ch. 318, § 24; L. 1988, ch. 356, § 67; L. 1992, ch. 220, § 2; L. 2001, ch. 5, § 96; July 1.

AGO: 91-48

31-134a. Same; compliance with certain building codes deemed compliance with fire prevention code. (a) A building shall be deemed to comply with the Kansas fire prevention code if the building conforms to one of the following building codes, has been issued a certificate of occupancy and conforms to any special requirements of the Kansas fire prevention code which are not covered by such building code:

- (1) The 1976 or 1979 edition of the uniform building code;
 - (2) the 1975 or 1978 edition of the basic building code (B.O.C.A.);
 - (3) the 1976 or 1979 edition of the standard building code (also known as the southern standard building code); or
 - (4) the 2000 edition of the international building code.
- (b) The state fire marshal shall adopt rules and regulations specifying those subsequent editions of the codes enumerated in subsection (a) and those editions of other nationally

recognized building codes which the state fire marshal has determined provide protection equivalent to that of the Kansas fire prevention code.

(c) This section shall be part of and supplemental to K.S.A. 31-132 to 31-150, inclusive, and K.S.A. 31-150a, and amendments thereto.

History: L. 1980, ch. 120, § 2; L. 2000, ch. 6, § 1; July 1.

31-144. School buildings; definition; inspection; correction of violations; closing in lieu of repair; judicial review. (a) As used in this act, "school building" means any building or structure operated or used for any purpose by, or located upon the land of, any school district, community college district, area vocational school, area vocational-technical school, institution under the state board of regents or any private or nonpublic school, college or university, whether or not operated for profit. The term school building does not include within its meaning any single-family dwelling or duplex constructed as part of a vocational education program or construction trades class if such single-family dwelling or duplex is to be sold, after its construction, for private use.

(b) All school buildings shall be inspected at least once each year. In all cities of the first and second class in which there is a full-time fire chief or full-time fire inspector, the inspection of the school buildings shall be conducted by such chief or inspector. The chief or inspector shall report the findings from the inspection to the state fire marshal within 30 days after such inspection. In all other cases, school buildings shall be inspected by the state fire marshal or the fire marshal's authorized assistants.

(c) The state fire marshal shall order the governing body having control of any school building or facility thereof to correct any condition in such building or facility which is in violation of this act, or any condition which the fire marshal deems dangerous, or which in any way prevents a speedy exit from such building. After any such order is rendered, such governing body shall make the changes required to comply therewith. A board of education of any school district is hereby authorized to make expenditures from its general fund or capital outlay fund to comply with such order, or the board may issue no-fund warrants in such amounts as are necessary to pay expenses incurred in complying with such order. Such no-fund warrants shall be issued, registered, paid and redeemed and bear interest as provided by K.S.A. 79-2940, and amendments thereto, except that the approval of the state court of tax appeals shall not be required. Such warrants shall recite that they are issued by the board of education of the school district under authority of this act. Any board of education issuing warrants hereunder shall make a tax levy at the same time as other tax levies are made, after such warrants are issued, sufficient to pay such warrants and the interest thereon.

(d) Whenever a board of education receives an order from the state fire marshal pursuant to subsection (c), the board, in lieu of repairing or remodeling the school building or facility as ordered by the state fire marshal, may close such building or facility as an attendance center. Whenever any board of education finds that any such order of the state fire marshal involves a cost in excess of that which the board of education finds the school district can afford, or that the changes ordered are unwarranted or unnecessary, the board may petition for review of such order in the district court of the home county of such school district. Upon receiving such petition, the district court shall appoint three disinterested commissioners, one of whom shall be a licensed architect. The commissioners shall inspect the building or facility affected by the order and report to the court its findings of fact as to the necessity for the improvements or changes

ordered by the state fire marshal, together with the estimated cost of each such improvement or change and such other recommendations as the commissioners deem advisable. Upon receiving such findings of fact and recommendations, or any other evidence relating to the petition for review, the court shall enter its order affirming, reversing or modifying the order of the state fire marshal. Such order of the court may be reviewed by the appellate courts in the same manner as other orders and judgments of the district court may be reviewed.

(e) Except as provided in subsection (d), any action of the state fire marshal pursuant to this section is subject to review in accordance with the act for judicial review and civil enforcement of agency actions.

History: L. 1972, ch. 157, § 13; L. 1986, ch. 318, § 26; L. 1988, ch. 128, § 1; L. 1991, ch. 230, § 2; L. 1992, ch. 280, § 52; L. 2008, ch. 109, § 57; July 1.

31-150. Fire safety and prevention; school buildings; construction requirements; accessibility to persons with a disability; building plans, certification and approval; exceptions; rules and regulations. (a) Except as otherwise provided in this section, the construction of school buildings shall comply with the requirements of the 2000 edition of the international building code as published by the international codes council. All electric wiring shall conform to requirements of the 1999 issue of the national electric code of the national fire protection association.

(b) The construction of mobile, modular, portable or relocatable school buildings shall conform to the requirements of the 2000 edition of the life safety code as published by the national fire protection association.

(c) The construction of all school buildings shall conform to the provisions for making buildings and facilities accessible to, and usable by, persons with a disability, as required by K.S.A. 58-1301 through 58-1311, and amendments thereto.

(d) No contract shall be let for the construction of any school building, and it shall be illegal to pay out any public funds for the construction of a school building until the plans for such building shall: (1) Bear the seal of an architect or a professional engineer licensed by the state board of technical professions of the state of Kansas certifying that the plans meet the applicable requirements of this act; and (2) be submitted to the state board of education for approval as to compliance with such requirements.

(e) The provisions of subsections (c) and (d) of this section shall not apply to any building or structure operated or used for any purpose by, or located upon the land of any community college, area vocational school, area vocational-technical school, technical college, municipal university, institution under the governance of the state board of regents or other institutions of post secondary education as defined by K.S.A. 74-3249, and amendments thereto. Prior to construction of any new building or remodeling of any existing building, all community colleges, area vocational schools, area vocational-technical schools, technical colleges, any municipal university, institutions under the governance of the state board of regents or other institutions of post secondary education as defined by K.S.A. 74-3249, and amendments thereto, shall submit to the state fire marshal a code footprint for evaluation and approval of the fire/life safety features of such buildings.

(f) The relocation of school buildings to which the provisions of subsection (b) apply shall not be construed to be construction or reconstruction under the provisions, or for the purposes, of this section.

(g) The construction or reconstruction of a school building, whether funded by bonds or other moneys, in a school district where general obligation bonds were authorized to be issued by a vote of the electors in an election held on or before July 1, 2000, shall be governed by the provisions of this section that were in effect on January 1, 2004.

The provisions of this subsection shall expire on July 1, 2006.

(h) The state fire marshal shall adopt rules and regulations specifying those subsequent editions of the codes enumerated in subsections (a) and (b) which the state fire marshal has determined provide protection equivalent to those editions specified herein. Compliance with any subsequent edition specified by such rules and regulations shall be considered compliance with the edition of the code specified by this section.

History: L. 1972, ch. 157, § 19; L. 1978, ch. 150, § 1; L. 1978, ch. 336, § 1; L. 1979, ch. 115, § 1; L. 1981, ch. 343, § 2; L. 1984, ch. 149, § 1; L. 1986, ch. 147, § 1; L. 1992, ch. 208, § 4; L. 2001, ch. 23, § 1; L. 2004, ch. 166, § 3; July 1.

AGO: 87-9, 86-81

31-150a. Violations of fire prevention code; criminal penalty; injunction. (a) Any person who violates any provision of this act or the act of which this act is amendatory, or who violates any rule or regulation adopted pursuant thereto, or who violates any lawful order issued by the state fire marshal or by any of the persons designated in K.S.A. 31-137 and amendments thereto, shall be guilty of a class B misdemeanor, and each day that the offense continues after receipt of written notice thereof issued by the state fire marshal, or by any other person designated in K.S.A. 31-137 and amendments thereto, shall constitute a separate violation. Notice of any such violation may be sent to the responsible party by restricted mail, as defined in K.S.A. 60-103 and amendments thereto, but refusal of the addressee to receive such notice shall constitute receipt thereof, or such notice may be served personally on the responsible party by the state fire marshal or the state fire marshal's deputies.

(b) At the request of the state fire marshal or any other person designated in K.S.A. 31-137 and amendments thereto, the attorney general or the proper district or county attorney may obtain an injunction to restrain any violation designated in subsection (a), where such violation is a continuing offense or where it constitutes an immediate hazard to life or property. The application for an injunction pursuant to this subsection shall be made to the district court of the county in which the violation occurs, and any such injunction shall be governed by the provisions of article 9 of chapter 60 of the Kansas Statutes Annotated.

History: L. 1974, ch. 172, § 3; L. 1993, ch. 162, § 1; July 1.

55-1810. Liquefied petroleum gas facilities; application and plan; review by state fire marshal. (a) An application and plan for design, construction, major modification and installation of all liquefied petroleum gas facilities shall be submitted to the state fire marshal. Construction, major modification and installation of all liquefied petroleum gas facilities owned or operated by a liquefied petroleum gas marketer shall not commence until such application and plan is reviewed and approved by the state fire marshal in accordance with rules and regulations.

(b) The state fire marshal shall approve or deny the submitted applications and plans within 20 business days upon receipt of all necessary documentation as provided for in rules and regulations. If the state fire marshal requests additional information from the applicant, the state

fire marshal shall have an additional 20 business days from the day of receipt of such information to approve or deny the submitted application and plan.

History: L. 2004, ch. 111, § 4; Apr. 22.

Kansas Administrative Regulations
Article 1 – Kansas Fire Prevention Code

22-1-2. Compliance with certain building codes. A building shall be deemed to comply with the Kansas fire prevention code if the building conforms to one of the following building codes and to any additional special requirements of the Kansas fire prevention code and if the building has been issued a certificate of occupancy:

- (a) The 1997 edition of the uniform building code (UBC); or
- (b) the 2006 edition of the international building code (IBC). (Authorized by and implementing K.S.A. 31-134a; effective May 1, 1985; amended Aug. 28, 1989; amended May 10, 1993; amended July 9, 2004; amended Feb. 4, 2011.)

22-1-3. Adopted codes and standards. The following codes and national fire protection association (NFPA) standards are adopted by reference:

- (a) International building code (IBC), international code council, 2006 edition, including the appendices but excluding the references in chapter 35 to NFPA 13, 13D, 13R, 14, 30, 72, 101, and 110;
- (b) international fire code (IFC), international code council, 2006 edition, including the appendices but excluding the following:
 - (1) Chapters 22, 30, 33, 34, 35, 36, and 38; and
 - (2) the references in chapter 45 to NFPA 10, 13, 13D, 13R, 14, 25, 30, 30A, 52, 72, 101, 110, and 385;
- (c) portable fire extinguishers. NFPA standard no. 10, including annexes A, B, C, D, E, F, G, H, I, J, and K, 2007 edition. The provisions of section 4.4.1 shall be effective only on and after January 1, 2014;
- (d) installation of sprinkler systems. NFPA standard no. 13, including annexes A, B, C, and E, 2007 edition;
- (e) installation of sprinkler systems in one- and two-family dwellings and manufactured homes. NFPA standard no. 13D, including annexes A and B, 2007 edition;
- (f) installation of sprinkler systems in residential occupancies up to and including four stories in height. NFPA standard no. 13R, including annexes A and B, 2007 edition;
- (g) installation of standpipe and hose systems. NFPA standard no. 14, including annexes A and B, 2007 edition;

- (h) dry chemical extinguishing systems. NFPA standard no. 17, including annexes A and B, 2002 edition;
- (i) wet chemical extinguishing systems. NFPA standard no. 17A, including annexes A and B, 2002 edition;
- (j) water-based fire protection systems. NFPA standard no. 25, including annexes A, B, C, D, and E, 2008 edition.;
- (k) flammable and combustible liquids. NFPA standard no. 30, including annexes A, B, C, D, E, F, and H, 2008 edition;
- (l) motor fuel-dispensing facilities. NFPA standard no. 30A, including annexes A, B, and D, 2008 edition;
- (m) vehicular fuel systems. NFPA standard no. 52, including annexes A, C, D, and E, 2006 edition;
- (n) national electric code. NFPA standard no. 70, including annexes A, B, C, D, E, F, G, and H, 2008 edition;
- (o) NFPA standard no. 72, including annexes A, B, C, E, F, G, and H, 2007 edition;
- (p) vapor removal from cooking equipment. NFPA standard no. 96, including annexes A and B, 2008 edition;
- (q) life safety code. NFPA standard no. 101, including annexes A and B, 2006 edition;
- (r) alternative approaches to life safety. NFPA standard no. 101A, including annexes A and B, 2007 edition;
- (s) assembly seating, tents, and membrane structures. NFPA standard no. 102, including annexes A and B, 2006 edition;
- (t) emergency and standby power systems. NFPA standard no. 110, including annexes A, B, and C, 2005 edition;
- (u) fire safety symbols. NFPA standard no. 170, including annexes A, B, C, and D, 2006 edition; and
- (v) tank vehicles for flammable and combustible liquids. NFPA standard no. 385, including annexes A, B, and C 2007 edition. (Authorized by and implementing K.S.A. 2008 Supp. 31-133; effective May 10, 1993; amended Feb. 4, 2011.)

22-1-7. Code footprint. (a)(1) “Code footprint” shall mean a building and life safety code compliance document that contains both graphic and narrative information and that meets the requirements of this regulation.

(2) Each code footprint shall be submitted in the following format:

(A) A full-sized drawing consisting of a complete floor plan, including existing facilities and new construction, for each floor of the facility, including basements and mezzanines; and

(B) an 11-inch by 17-inch reduction of the full-sized drawing, sealed by a Kansas-licensed design professional.

(3) A code footprint shall be prepared for all new buildings, new building additions, changes in occupancy, or building renovation, with the exception of buildings used solely as dwelling houses containing no more than two families. Each code footprint shall be prepared by

a Kansas-licensed design professional. Upon request, a code footprint shall be provided to the fire or building official in the municipality where the work is occurring.

(4) A code footprint shall be submitted to the state fire marshal for review and approval for any new construction, renovation, or change of occupancy for the following types of buildings:

(A) Any group A assembly occupancy having a combined occupant load in excess of 2,000 persons;

(B) any group B business occupancy used at any community college, area vocational school, vocational- technical school, technical college, or any institution under the governance of the state board of regents;

(C) any group A assembly occupancy mixed with a group E educational occupancy or a group I institutional occupancy;

(D) any group E educational occupancy, including any day care facility for more than 24 persons;

(E) any group I institutional occupancy, including any state or other governmental entity's detention facilities, and any occupancy physically attached to a group I occupancy regardless of fire barrier separation; and

(F) any group R-1 or R-2 residential occupancy that is three or more stories in height, including basements, or more than 12,000 square feet in area, and any R-4 residential occupancy.

(b) The following shall be required on all code footprints:

(1) A graphic bar scale;

(2) a north directional indicator;

(3) a complete building floor plan, with a clear identification of new, remodeled, and existing portions;

(4) identification of all permanent partitions taller than six feet;

(5) a label with plain text, keynotes, or legends for each room and space;

(6) the occupant load of assembly rooms and total occupant load for each floor level;

(7) identification of openings and ratings of stair and shaft enclosures;

(8) identification of openings and ratings of corridors and openings;

(9) identification of occupancy and area separations;

(10) identification of all horizontal exit arrangements, exit passageways, and smoke compartments;

(11) identification of all required exterior exits and exit capacity;

(12) the location of the central fire alarm control panel and any remote annunciator panels;

(13) the location of each fire department supply connection;

(14) the location of fire department access roads and fire hydrants;

(15) the distances to property line and exposures;

(16) identification of any special hazards or conditions; and

(17) the location of any anticipated future additions.

(c) The following narrative information shall be required on each code footprint submitted:

(1) The project construction purpose: new, addition, change in use, renovation, or other;

(2) the reason for submittal: new construction, new licensure, certificate of occupancy, or plan of

correction for existing code deficiencies;

(3) the code or codes used;

(4) the street address, city, state, zip code, and county of the building;

(5) the name, address, city, state, zip code, phone number, and fax number of the owner;

(6) the date developed and any revision dates;

(7) the name, address, city, state, zip code, phone number, and fax number of the designer;

(8) the designer's seal (RA or PE);

(9) the name of the responding fire service;

(10) the name of the local building inspection department, if available;

(11) each occupancy group and type;

(12) the type of construction;

(13) the structural code requirements, including the following:

(A) The total floor area of each occupancy, both actual and allowable;

(B) height and area limitations, both actual and allowable; and

(C) structural fire ratings, both actual and allowable;

(14) identification of active fire safety features, including the following:

(A) The type of automatic suppression systems and locations;

(B) the fire alarm signaling system;

(C) emergency lighting and power features; and

(D) the smoke control system;

(15) water supply requirements of the facility for fire suppression; and

(16) alternative methods of design or construction, or both. (Authorized by and implementing K.S.A. 31-133; effective July 9, 2004.)

22-7-7. Approval of plans. (a) Except as otherwise provided in this section, before the construction or modification of any installation for the storage, handling or use of flammable liquids is undertaken, drawings or blueprints made to scale shall be submitted to the state fire marshal with an application, all in duplicate, for approval. Within a reasonable time after receipt of the application with drawings or blueprints, the state fire marshal shall examine the plans and, if found to conform to applicable requirements of the Kansas Fire Prevention Code, shall signify approval of the application either by endorsement thereon or by attachment thereto, retain one copy for the files and forward the second copy to the Kansas Department of Health and Environment for their required approvals and eventual return to the requestor. If the drawings or blueprints do not indicate conformity with the applicable requirements of the Kansas Fire Prevention Code, the state fire marshal shall notify the applicant accordingly. Plans and applications shall be submitted postage paid to the address specified by the state fire marshal.

(b) The plans approval requirements applies to the following:

(1) Each new installation of tanks containing flammable or combustible liquids in the following amounts:

(A) Any state, county or local governmental unit installing tanks of 660 gallons or more capacity;

(B) any Industrial or Business company installing tanks of 660 gallons or more capacity;

(C) any agricultural farm installation of tanks of 1,100 gallons or more capacity; and
(D) any tank installed for the retail sale of flammable or combustible product through dispenser devices;

(2) any modifications to or replacements of tanks or piping at any establishment or facility meeting the requirements of (1); and

(3) any installation of new dispenser locations at any establishments or facility meeting the requirements of (1). This does not include the routine replacement of dispensers at existing sites.

(c) This plans approval requirements is in addition to any local jurisdiction requirements necessary to meet local zoning or permit approval and additional local requirements. In the event of a dispute as to whether or not the drawings or blueprints show conformity with the applicable requirements of these regulations, the local decision can be appealed to the state fire marshal in accordance with statutory provisions.

(d) All submitted drawings shall include the following minimum information:

(1) The name of the person, firm, or corporation proposing the installation, the location thereof and the adjacent streets or highways;

(2) for bulk plants, in addition to any applicable features required under (4) and (5) of this section, the plot of ground to be utilized and its immediate surroundings, including any structures of value located on adjacent properties within 100 feet of the property line, on all sides, the complete layout of buildings, tanks, loading and unloading docks, and the types of construction of each building;

(3) for service stations, in addition to any applicable features required under (4) and (5) of this section, the plot of ground to be utilized and the complete layout of buildings, drives, and dispensing equipment;

(4) for above ground storage, the location and capacity of each tank, the dimensions of each tank, the class and name of liquid to be stored in each tank, the type of any tank supports, the types and sizes of normal and emergency valves, and the location of pumps and other facilities by which the tanks are filled or drained;

(5) in the case of underground storage, the location and capacity of each tank, the class and name of liquid to be stored in each tank, and the location of fill, gauge and vent pipes and openings; and

(6) in the case of installation for storage, handling or use of flammable liquids within the buildings or enclosures at any establishment or occupancy covered in this section, such detail as to show whether applicable requirements are met. (Authorized by and implementing K.S.A. 1991 Supp. 31-133; effective May 10, 1993.)

22-8-5. Plot plans. A person planning to operate a public LP gas service station shall submit a plot plan to the office of the state fire marshal. (Authorized by and implementing K.S.A. 31- 133; effective, E-82-28, Dec. 22, 1981; effective May 1, 1982; amended May 1, 1983.)

22-8-9. Approval process for application and drawings. (a) Each submitted application and the accompanying drawings specified in K.A.R. 22-8-5 shall be approved or denied pursuant to K.S.A. 55-1810 and amendments thereto.

(b) If the application or drawings do not indicate substantial conformity to the applicable requirements of the Kansas fire prevention code and the state fire marshal's regulations, the applicant shall be notified in writing that the application is deemed deficient by the state fire marshal. (Authorized by K.S.A. 55-1812; implementing K.S.A. 55-1810; effective March 31, 2006.)

22-8-13. Adoption of national codes. The following national fire protection association standards, including

the annexes, are hereby adopted by reference:

(a) Standard no. 54, "national fuel gas code," 2006 edition; and

(b) standard no. 58, "liquefied petroleum gas code," 2008 edition, except that the provisions of chapter 6.25

shall be effective only on and after January 1, 2012. (Authorized by and implementing K.S.A. 2008 Supp. 55-1812;

effective March 31, 2006; amended Feb. 4, 2011.)

New Construction Code Requirements

School buildings, both public and private, as defined by K.S.A. 31-144 which are constructed, reconstructed or renovated **on or after January 1, 2005** shall comply with the following codes:

- 2000 International Building Code (IBC)*
- 1999 National Electrical Code (NEC)*
- Comply with local municipality adopted code(s).*

All healthcare buildings regulated under Centers for Medicare and Medicaid Services which are constructed, reconstructed or renovated on or after March 11, 2003 shall comply with the following codes:

- 2000 Life Safety Code (NFPA)*
- 1999 National Fire Alarm Code (NFPA)*
- 1999 Installation of Sprinkler Systems (NFPA)*
- 1999 Standard for Emergency and Standby Power Systems (NFPA)*

All buildings which are constructed, reconstructed or renovated **on or after February 4, 2011** shall comply with the following codes:

- 1997 Uniform Building Code (UBC); or*
- 2006 International Building Code (IBC)*
- 2007 Installation of Sprinkler Systems (NFPA)*
- 2007 National Fire Alarm Code (NFPA)*

All fuel and/or propane tanks which are installed, reconstructed or relocated **on or after February 4, 2011** shall comply with the following codes:

- 2006 National Fuel Gas Code; or*
- 2008 Liquefied Petroleum Gas Code*

Relocatable/Portable (temporary) classroom “units” shall comply with the following codes:

- 2000 National Fire Protection Association 101 – Life Safety Code*

Compliance to a subsequent edition of the International Building Code (IBC) will be permitted by the Office of the State Fire Marshal provided such is properly documented on the final approved “sealed” Code Footprint with the statement – “Per 2000 International Building Code (IBC) Section 104.11 the Office of the State Fire Marshal accepts application of the 2003 IBC to this project as providing equivalent level of minimum life safety as required by the Kansas Fire Prevention Code.”

Plan Submittal Requirements

Projects **REQUIRING** plan submittal include:

- * *New Buildings*
- * *Additions*
- * *Alterations/Renovations/Remodel (50% or more)*
- * *Changes in Use*
- * *New Automatic Sprinkler System Installation or upgrade*
- * *New Fire Alarm System Installation or upgrade (Including manual and smoke detection systems)*
- * *Temporary egress*

Any project, regardless of size, affecting building:

- * *Exiting*
- * *Fire - Resistive Qualities*
- * *Accessibility*

Projects **NOT REQUIRING** plan submittal include:

- * *Redecorating*
- * *Replacement of kind (Windows, mechanical equipment, etc.)*
- * *Corrective and/or preventive maintenance*
- * *Minor alterations/renovations/remodel (less than 50%)*

All construction projects, new or to existing buildings, regardless of size or extent, are required to comply with state adopted codes whether or not submittal per K.S.A. 31-150(d) is required. It is the responsibility of the owner, architect or engineer (if such services are retained), to ensure code compliance for those projects where plan submittal is not required per the guidelines listed above.

What to Submit

All projects requiring review and/or approval by the Office of the State Fire Marshal must submit the following to our office at least 30 days prior to the start of construction.

The C.2.2 and C.2.2.A forms can be downloaded from our website at www.KSFM.ks.gov

Occupancy Type	Submittal Type	C.2.2	C.2.2.A
Preschool (24 or less)	Scaled Drawing	Yes	
Preschool (25 or more)	Code Footprint	Yes	Yes
Summer Program in non-school (24 or less)	Scaled Drawing	Yes	
Summer Program in non-school (25 or more)	Code Footprint	Yes	Yes
Summer Program in School building	Scaled Drawing	Yes	
Before & After School Programs	Scaled Drawing	Yes	
Childcare Center (24 or less)	Scaled Drawing	Yes	
Childcare Center (25 or more)	Code Footprint	Yes	Yes
Residential Board and Care (4 or more)	Code Footprint	Yes	Yes
*Residential Board and Care (3 or less)	Scaled Drawing	Yes	
Nursing, Hospitals, Surgical Centers	Code Footprint	Yes	Yes
* K-12 Schools	Code Footprint	Yes	Yes
* K-12 Temporary Egress	Code Footprint	Yes	Yes

Submittal Guidelines

Code Footprint

One (1) set of “sealed” (Kansas licensed architect and/or engineer’s stamp and signature per K.A.R. 66-6-1) copies of the 11 x 17 Code Footprint shall be submitted for review before a construction contract can be let and/or before any public funds are paid out per K.S.A. 31-150(d).

Scaled Drawing

A drawing that shows the space of the building or area, with accurate sizes except that they have been reduced or enlarged by a certain amount (scale). The scaled drawing must show the location of all active and passive fire protection features such as: emergency lights, smoke detectors, exit doors, etc.

Fire Alarm (FA) Submittal Guidelines

Fire Alarm (FA) systems play a very critical role in active fire protection in many Kansas buildings. The new installation or existing modification to a FA system will typically require review and approval from the Office of the State Fire Marshal or possibly the local authority having jurisdiction.

Depending upon the amount of work to be done, the submittal requirements may vary. The following guidelines are examples of the more common projects that we review.

Adding 5 or less appliances to an existing FA system:

- *A letter from a design professional ensuring that all the devices function properly, comply with NFPA 72, are UL Listed, and are compatible with the FA control panel - letter must be sealed, signed, and dated by a professional engineer (PE) or fire protection engineer (FPE)*
- *All documentation is to be submitted to OSFM by the designing PE or FPE*

Adding 6 or more appliances to an existing FA system:

- *FA system layout that states the system complies with NFPA 72 and the adopted edition for that type of occupancy and that the devices are UL Listed - must be signed, sealed and dated by a PE or FPE*
- *Battery and voltage calculations that are signed and dated by a PE or FPE*
- *Equipment data sheets & Test data (Certificate of Completion) verifying system functions properly*
- *All documentation is to be submitted to OSFM by the designing PE or FPE*

Replacing the existing FA panel:

- *FA system layout that states the system complies with NFPA 72 and the adopted edition for that type of occupancy and that the devices are UL Listed - must be signed, sealed and dated by a PE or FPE*
- *Battery and voltage calculations that are sealed, signed and dated by a PE or FPE*
- *Equipment data sheets*

- *Test data (Certificate of Completion) verifying system functions properly - once installed*
- *All documentation is to be submitted to OSFM by the designing PE or FPE*

Replacing the existing FA panel due to emergency conditions, (lighting, tornado, etc.):

- *A letter from a design professional ensuring that all the devices function properly, comply with NFPA 72 and the adopted edition for that type of occupancy, are UL Listed, and are compatible with the fire alarm control panel - letter does not have to be sealed, signed, and dated by a professional engineer (PE) or fire protection engineer (FPE)*
- *Equipment data sheets & Test data (Certificate of Completion) verifying system functions properly*
- *FA system layout and battery/voltage drop calculations shall be submitted within 10 business days of the installation are sealed, signed and dated by a PE or FPE*
- *All documentation is to be submitted to OSFM by the designing PE or FPE*

Installing a brand new FA system:

- *FA system layout that states the system complies with NFPA 72 and the adopted edition for that type of occupancy and that the devices are UL Listed - letter must be signed, sealed and dated by a PE or FPE*
- *Battery and voltage calculations that are signed and dated by a PE or FPE*
- *Equipment data sheets & Test data (Certificate of Completion) Verifying system functions properly*
- *All documentation is to be submitted to OSFM by the designing PE or FPE*
- *All submittal packages that are submitted to the OSFM need to have the C.2.2 review form.*