



## Olive Branch Fire Department

9065 Goodman Road, Olive Branch, MS 38654  
(662) 892-9550

### **PRE-CONSTRUCTION CHECKLIST**

The following are Olive Branch Fire Departments requirements for this project. Failure to comply with the requirements or to schedule the required inspection appropriately shall result in a stop work order being issued until the requirements are in compliance with state and local codes, as well as IFC, IBC 2018. Requests for inspections require a minimum of 48 hours to schedule inspections.

- Fire Department Access must be established and maintained during all phases of construction.
- During construction, hydrants and water supply shall be available prior to combustible materials being on site.
- During construction fire extinguishers shall be provided.
- FD access to the building shall be accessible from two sides. Access roads shall be a minimum of 20 feet in width, vertical clearance of 13 feet 6 inches in height including temporary power lines, etc.
- Dead end roads, which exceed 150 feet, shall have a minimum turnaround center line radius of 50 feet.
- Knox box required for FD emergency access for all facilities having restricted access during construction phase.
- Emergency contacts shall be provided.

### **BUILDING/LIFE SAFETY INSPECTIONS**

- All inspections require a minimum of a 48-hour notice and shall be scheduled through the Fire department. The fire department Administration is at 9065 Goodman rd. Olive Branch Mississippi.
- Approved plans must be on site for inspections. Deviations from the plans require revisions.

### **SEPARATE FIRE PERMITS/PLAN SUBMITTALS ARE REQUIRED, BUT NOT LIMITED TO.**

- Fire alarms
- Sprinkler systems
- NFPA 96 hood systems for suppression
- NFPA hood systems for mechanical

- Special locking arrangements
- Paint booths
- Clean agent systems
- Bleachers/Grandstands
- Fire Pumps
- Racks
- Parking structure ventilation systems
- Underground Tank piping
- Underground Hydrostatic testing
- U&O final -sprinkled
- U&O final non-sprinkled
- Gate Inspection
- Elevator Inspection
- Above ceiling(overhead)
- Above ground fuel storage
- U&O final on building shell
- U&O Restaurant

### **FIRE SPRINKLER SYSTEM**

- Underground Fire Line-Certified contractor must submit separate plans for review, permitting and inspections
- Underground Fire Line: Required inspections include underground visual of pipe and connections, hydrostatic pressure test as per NFPA 25, and flushing of the line until water runs clean.
- Point of Service refers to the point when underground piping for a sprinkler system is used exclusively for the sprinkler system.
- Underground and aboveground systems inspections require visual, hydrostatic and flush tests. 48-hour notifications required for inspections.
- Aboveground Sprinkler System: Required inspections include aboveground visual of piping and connections, hangers, heads, etc. Hydrostatic pressure test, as per NFPA 13, and flow and tamper switch operation.
- Copies of Certification papers for both underground and aboveground piping, etc., to be supplied to the fire department.
- Fire Pump Inspection and Acceptance Test

### **FIRE ALARM SYSTEMS/RADIO COMMUNICATIONS**

- Fire Department required Inspection for final on fire alarm system includes testing of any and all components of the system, as per NFPA 72 and EFD to be supplied with appropriate documentation.

- Printout from monitoring company to verify signals being received may be required by the fire department records.
- Pull stations will be pulled and strobes will be in unison.
- Horn activation will sound.
- Smoke test will be performed on smoke detectors until activated.

## **FIRE SUPPRESSION & HOOD SYSTEMS (INCLUDES PAINT BOOTHS)**

- Suppression system and hood system plans shall be submitted independently by certified contractors for review, permitting and inspections.
- Hood duct inspections require liquid test and/or light test of all seams and welds on sections prior to inspections being installed. Once ductwork has been installed, a light test inspection will be required on all welds and seams.
- Final inspections for suppression systems will include inspection of operation and components of systems, including fuel shut off, exhaust fan, balloon fill, etc.

## **PLAN SUBMITTAL**

- When submitting plans to the Olive Branch Fire Department the plans should be stamped with appropriate Mississippi architect stamp.
- The Architect shall include occupancy use (C-store, A-2, S, H, etc).
- All commercial buildings over 10,000 square feet will have a sprinkler and fire alarm system installed by certified contractors.
- All residential houses over 5,000 square feet will have a residential sprinkler and alarm system installed by certified contractors.
- All commercial buildings over 5,000 square feet that will be used for A-2, Commercial Parking spaces, etc will have a sprinkler and fire alarm system installed by a certified contractor.
- Ambulatory care facilities with four or more care recipients who are incapable of self-preservation or one or more care recipients incapable of self-preservation are located on a floor other than the level of discharge will have a sprinkler and fire alarm installed by a certified contractor.
- It is the Architect's responsibility to submit the correct plans for the intended Use and Occupancy of the building. If Use and Occupancy changes after the building is finished it will be the building owner's responsibility to meet the current fire code that the City of Olive Branch is under according to the International Fire Code and Building Code.

**The information provided on these pages are to assist the builder or building owner in the beginning stages of knowing what is expected of them by the Olive Branch fire department. It is the Builder/Owners responsibility to stay in touch with the fire prevention division for any updated changes in code that could affect the final inspection for a use and occupancy on their structure. When using IFC and IBC it is important to remember that where, in any specific case different sections of this code specify different materials, methods of construction or other requirements, the most restrictive shall govern.**

