



Fire Safety Planning for Construction and Demolition Sites in Burnaby

Scope:

- The British Columbia Fire Code (BCFC), Division B, Section 5.6 applies to buildings, parts of buildings and associated areas undergoing construction or demolition operations, including renovations.
- BCFC, Division B, Section 5.6.1.3 (1) states: “prior to the commencement of construction, alteration or demolition operations, a fire safety plan shall be prepared for the site...”

Criteria:

In addition to the criteria outlined in the Emergency Management B.C. (April 2013) information bulletin (see link on Fire Prevention website), the following requirements shall apply to construction/demolition fire safety plans in the City of Burnaby:

- 1) Fire Safety Plans shall be site specific.
- 2) A *letter of intent* from a fire safety plan contractor is required prior to building permit approval. The letter of intent should be emailed to BFDfiresafetyplan@burnaby.ca.
- 3) Drawings in the Fire Safety Plan should normally be oriented to the perspective of a viewer facing the building on the address side.
- 4) Site Plan *signage* shall be *site oriented* relative to the location where the sign is installed.
- 5) Site Plan drawing(s) should include:
 - a) Title Block with address, project name, and the date that the drawing(s) were produced.
 - b) North arrow indicator
 - c) Address street and cross streets
 - d) Footprints of neighboring (existing) buildings, if possible
 - e) Fire Department access points (multiple points should be numbered or lettered)
 - f) Hoarding (fencing)
 - g) City hydrants and any private/temporary hydrants
 - h) Building footprint(s), including below grade structures
 - i) Assembly point(s)
 - j) Hazardous materials locations (including U.N. numbers)

- k) Site office
 - l) Temporary power installations
 - m) First Aid station(s)
 - n) Construction Fire Safety Plan location on site
 - o) *Standpipe and fire department connection (F.D.C.) locations
 - p) *Tower crane location(s)
 - q) *Man hoist location(s)
 - r) *Phased Occupancy information:
 - (i) Each construction area identified
 - (ii) Temporary (course-of-construction) fire separations identified
 - (iii) Special exiting or means of egress identified (ex: covered walkways)
 - (iv) Any special notes on Fire Department access or response
 - s) *Description of Hot Works procedure
- 2) *Emergency power shut-off/lock out procedure for tower crane(s).
- 3) *Timeline* of Construction showing major milestones and projected completion dates.
- 4) Fire Safety Plan and drawing(s) shall be updated every four months, or at a frequency decided by a consultation with Burnaby Fire Prevention.
- 5) *Note: Fire Department Connections (F.D.C.s) require high visibility signage on site. Updates to drawings/signs should reflect the progress of the standpipe height (floor level) during construction.

(*) if applicable

Additional questions regarding Construction Fire Safety Plans can be directed to the Burnaby Fire Department (Fire Prevention Division) at 604-294-7195 or BFDFiresafetyplan@burnaby.ca.