

**TUKWILA FIRE MARSHAL'S OFFICE
SMOKE CONTROL PERMIT CHECKLIST
PART 1**

- Architect: Name: _____ Phone: _____
Company Name: _____ Email: _____
- Mechanical Engineer: Name: _____ Phone: _____
Company Name: _____ Email: _____
- Electrical Contractor: Name: _____ Phone: _____
Company Name: _____ Email: _____
- Fire Alarm Contractor: Name: _____ Phone: _____
Company Name: _____ Email: _____
- Sprinkler Contractor: Name: _____ Phone: _____
Company Name: _____ Email: _____

The smoke control permit shall be issued prior to fire department approval of the mechanical permit. **Note:** Approval of the smoke control system **does not** constitute approval of each component system. Separate fire alarm, sprinkler, building, mechanical, and electrical approvals are required.

To apply for the smoke control permit, including shaft pressurization only systems, documentation consisting of the following is required. **This submittal checklist must be completed and submitted with your plans. Submit 3 sets of documents.** The Tukwila Fire Marshal's Office may require additional information as needed. If you have any questions concerning your application, please contact us as 206-575-4407 or FireMarshal@tukwilawa.gov .

- The Conceptual Smoke Control Design is the first submittal of the **Smoke Control Permit** and must be submitted as a separate permit prior to the Mechanical permit.

- The Conceptual Smoke Control Design must be prepared by a Professional Engineer competent in the design of smoke control systems and accompanied by current architectural background drawings and Smoke Control Zone Plans.
- The Conceptual Smoke Control Design must be approved prior to release of the mechanical permit or submittal of the detailed design.

Locations that may require smoke control systems include (IBC 2012 reference):

- Pressurized Shafts/Smokeproof Enclosures (1022.10)
- Underground Buildings (405.5)
- Windowless Buildings (408.9)
- Covered Mall Buildings (402.7.2)
- Mid-Rise Buildings (City Ordinance #2330)
- High-rise Buildings (403.4.7) (City Ordinance #2329)
- Building Atriums (404.5)
- Stages and Platforms (410.3.7.2)
- Assembly Seating (1028.6.2.1)

The submittal must include:

- A Summary Event Matrix** (sequence of operations) for the smoke control system.
- Smoke Control Zone Plans** at a legible scale (these may be part of the drawing set) identifying smoke control zone boundaries and smoke barrier locations. Depict (cross hatching, coloring, etc.) the smoke control approach for each space, such as active (indicate mechanical supply and/or exhaust capability), passive (indicate if vents are provided), or sub-zones (spaces not constructed as a smoke compartment and not provided with smoke control).
- A Life Safety Report** must be submitted as part of the conceptual design. This report must include a project description of the building, life safety systems and the smoke control system. Calculations/computer modeling analysis need not be provided with the conceptual design.
 - Life Safety Systems.** This report must include a description of the building, occupancies and various life safety features of the project (sprinkler systems, fire pumps, reservoirs, standpipe systems, fire detection/alarm/communication system, Fire Command Center requirements, emergency power systems, in-building radio system, etc.) and how they will interface with each other.

- **The Smoke Control Narrative** must detail how the code requirements of IBC 909 will be addressed including the design constraints and limits. It must also clearly describe each space identified on the Smoke Control Zone Plans, in sufficient detail to describe the smoke control method for each space and how it would be initiated. In particular:
 - Systems performance goals and design objective, including general testing criteria.
 - Specific performance criteria to be evaluated for each zone.
 - Location of fire-fighter's smoke control panel.
 - Description of the firefighter smoke control panel features.
 - Description of the 2-hour protection of pressurization fan wiring, equipment and ductwork.
 - Location of pressurization fans.
 - Identified design constraints.
 - Identification of spaces where computer modeling is planned.
 - Design basis fire(s) and locations.
 - Tenability criteria.

Remodeling or tenant improvement (TI) projects that affect the performance of an **existing** smoke control system, or require the addition of a smoke control system, must satisfy the conditions described in the guide.

Architectural Plan Submittal:

- A Concise Narrative Description of the smoke control system and any special requirements of the design must be prepared by the author of the Detailed Design Report. This description will be required to be on every set of associated design plans and be shown on future tenant improvement drawings for the life of the building.
- Clear identification where passive zones and active zones are provided.

- Clear identification of the smoke control zone boundaries. These boundaries are required to be constructed as smoke barriers and must be appropriately identified, including wall and/or horizontal listed assembly number and associated assembly details not deviating from the listed assembly.
- A letter prepared by the architect stating that their design satisfies the requirements of the smoke control system. Note: a single letter signed by all disciplines is acceptable.
- Plans must provide the location and design of the emergency generator and transfer switch rooms per IBC Section 909.11. In addition, they must detail 2-hour fire-rated separation of power/control wiring to equipment serving the pressurized elevator and stair shafts.
- Provide seismic anchorage of critical systems and include the design with the associated design submittal, as appropriate (IBC Section 1613).

Mechanical Plan Submittal:

- A Concise Narrative Description of the smoke control system and any special requirements of the design must be prepared by the author of the Detailed Design Report. This description will be required to be on every set of associated design plans and be shown on future tenant improvement drawings for the life of the building.
- Clear identification where passive zones and active zones are provided.
- Clear identification of the smoke control zone boundaries. These boundaries are required to be constructed as smoke barriers and must be appropriately identified.
- A letter prepared by the mechanical designer stating that their design satisfies the requirements of the smoke control system. Note: a single letter signed by all disciplines is acceptable.
- Plans must include identification of the location and address of all devices that will initiate shaft pressurization, components associated with the smoke control process (including actuators, control dampers, fire and smoke dampers, variable air volume controls, and fans), and associated system responses/configurations.
- Provide capacities of each shaft pressurization fan-including applicable calculations for the number of belts and the operating exhaust temperature.
- Identify equipment locations with inlet and outlets clearly identified and separated in accordance with Amended IBC Section 909.10.3.
- The location and design of the emergency generator and transfer switch rooms per IBC Section 909.11.

Fire Alarm Plan Submittal:

- A Concise Narrative Description of the smoke control systems and any special requirements of the design must be prepared by the author of the Detailed Design Report. This description will be required to be on every set of associated design plans and be shown on future tenant improvement drawings for the life of the building.

- For final approval, Firefighter's Smoke Control Panel must be submitted in color at full-scale for Fire Department review with the fire alarm plans.
- A letter prepared by the fire alarm designer stating that their design satisfies the requirements of the smoke control system. Note: a single letter signed by all disciplines is acceptable.
- Plans must include identification of the location and address of all devices that will initiate smoke control, components associated with the smoke control process (including actuators, control dampers, fire and smoke dampers, variable air volume controls, and fans), and associated system responses/configurations.
- Submittals must also demonstrate the 2-hour fire-rated protection of wiring, when utilizing the fire alarm system for pressurization control functions.

Electrical Plan Submittal:

- A Concise Narrative Description of the smoke control system and any special requirements of the design must be prepared by the author of the Detailed Design Report. This description will be required to be on every set of associated design plans and be shown on future tenant improvement drawings for the life of the building.
- Clear identification where passive zones and active zones are provided.
- Clear identification of the smoke control zone boundaries. These boundaries are required to be constructed as smoke barriers and must be appropriately identified.
- A letter prepared by the electrical designer stating that their design satisfies the requirements of the smoke control system. Note: a single letter signed by all disciplines is acceptable.
- The location and design of the emergency generator and transfer switch rooms per IBC Section 909.11.
- Generator sizing and a minimum 2-hour run time of the generator for evacuation purposes.
- Demonstrate 2-hour protection of wiring controlling/powering fans serving smoke proof enclosures.
- Panel schedule (industry standard type) for the emergency panel with connected and demand loads.
- Schedule of smoke control components showing equipment, the load in amps or volt-amps, conduit type and size, conductor type and size, and breaker type and size.
- All emergency system wiring methods pertaining to the smoke control.
- Schedule of individual smoke control components starting loads that will start at the same time and schedule of individual smoke control components running loads.
- The total combined loads of smoke control components for start-up and run (start-up and run shown separately).

Sprinkler Plan Submittal:

- A Concise Narrative Description of the smoke control system and any special requirements of the design must be prepared by the author of the Detailed Design Report. This description will be required to be on every set of associated design plans and be shown on future tenant improvement drawings for the life of the building.
- Clear identification where passive zones and active zones are provided.
- Clear identification of the smoke control zone boundaries. These boundaries are required to be constructed as smoke barriers and must be appropriately identified.
- A letter prepared by the sprinkler designer stating that their design satisfies the requirements of the smoke control system. Note: a single letter signed by all disciplines is acceptable.
- Demonstrate that sprinkler zones are coordinated with smoke control zones, as applicable.

PART 2 OF APPLICATION

TUKWILA FIRE MARSHAL'S OFFICE DETAILED SMOKE CONTROL PERMIT CHECKLIST PART 2

Because of the complexity of smoke control systems, it is important that the design documents clearly identify the expected performance of the system. These documents must also clearly identify the expected performance of **each component** in the smoke control system. Components include all passive and active elements that work together to provide smoke control in accordance with International Building Code (IBC) Section 909.

To more clearly identify the systems involved on design plans, the background systems and floor plans should be in light line weight, with the pertinent systems in heavy line weight. Smoke control system component drawings shall be submitted on current architectural backgrounds.

To obtain the **smoke control permit**, documentation containing the following details/specifications is required. **The submittal checklist must be completed and submitted with the application. Submit 3 sets of documents.**

1. **Detailed Design Report** (including the smoke control system rational analysis), based on the conceptual design report, must be prepared by a Professional Engineer competent in the design of smoke control systems.
 - The Detailed Design Report must be a bound document, independent of design plans and minimally include the following:
 - The signature, date and stamp of the professional engineer responsible for the rational analysis/design.
 - General narrative description of the building. This description will include identification of building uses and occupancies, as well as passive and active fire protection features that will work together with the smoke control system.

- Narrative description of each passive and active smoke control zone. Every space in a building requiring smoke control must be identified as an active or passive smoke control zone, with measurable performance criteria identified. This description will include such items as:
 - Description of which methods will be used for each active smoke-control zone, and supporting rational analysis in accordance with IBC Section 909.4. This description will include such items as minimum required fan size, expected fire loads, ceiling heights, computer modeling, calculations, locations of operable windows and/or doors, etc.
 - Specific discussion of how smoke control will be initiated in each zone and the associated system responses. Provide a simple and clear event matrix.
 - The sequence of operations (including timing, if necessary, to provide for proper door operation or prevent duct implosion or rupture) and the positioning of each damper for every fire scenario.
 - Measurable performance criteria for each shaft.
 - Description of smoke dampers and fire/smoke dampers, including which dampers will be supervised for damper position, the position of unsupervised dampers when smoke control system is active, damper positions upon loss of power, actuation temperature of fire and fire/smoke dampers.
- Calculations associated with the smoke control system design including addressing wind, stack and temperature effects (IBC 909.4.1-909.4.6)
- Computer Modeling such as CONTAM.
- Fan capacity calculations and belt requirements.
- Identification of the anticipated system performance, especially with regard to pressurized stairwells/hoistways, during stack effect conditions. Provide calculations demonstrating minimum and maximum pressure differentials to be observed during and in the absence of any stack effect.
- Description of smoke dampers and fire/smoke dampers, including which dampers will be supervised for damper position, the position of unsupervised dampers when smoke control system is active, damper positions upon loss of power, actuation temperature of fire and fire/smoke dampers.
- Identification of coordinated zones for sprinkler and fire alarm systems with regard to smoke control zones.

- Identification of where variable frequency drives are to be used for smoke control equipment and method of control.
 - The piston effect of elevators.
 - Description of fire modeling or other performance-based analysis utilized in the design of the smoke control system. The purpose of the analysis, as well as associated assumptions and conclusions must be clearly identified.
 - Any related material that supports the design of the smoke control system.
 - The signature and stamp of the professional engineer responsible for the rational analysis.
 - Calculations associated with the system design and fan capacities.
 - Description of how the periodic self-test required in IBC Section 909.12 will be accomplished.
2. **Detailed Event Matrix/Sequence of Operations** must include:
- Every initiating device by address down one column.
 - Every smoke control device (i.e. fans, dampers, etc.), and every other event that must occur in order for proper operation of the smoke control system (i.e., HVAC shutdown, etc.) across the top; with prior approval, some devices may be combined.
 - Design submittals must include the sequence of operations (including timing, if necessary, to provide for proper door operation or prevent duct implosion or explosion) and the positioning of each damper for every fire scenario.
3. **Drawings:** The following drawings must be included in a drawing package designated as "Smoke Control System" to differentiate them from any other plans for that job or project:
- To clearly identify the smoke control systems, the background systems and floor plans should be in light line weight, with the pertinent systems in heavy line weight.
 - Smoke control system component drawings shall be submitted on current architectural backgrounds.
 - Smoke control zone drawings clearly identifying (colored, hatched, etc.) the active smoke control zones.
 - Drawings identifying the fire rating of associated smoke barriers.
 - Location of firefighter's smoke control panel/controls, **and** room layout.

- The firefighter's Smoke Control Panel must be submitted, depicting fan/damper controls and status indication. For final approval Firefighter's Smoke Control Panel must be submitted in color at full-scale for Fire Department review with the fire alarm plans.
 - Smoke control mechanical equipment and ductwork drawings.
 - Control diagrams must be provided as referenced by IBC Section 909.15.
 - Location and design of the emergency generator and transfer switch rooms per IBC Section 909.11.
 - Drawings demonstrating all emergency system wiring methods associated with the pressurization system, from the source (generator) to the device (damper, fan, etc.).
 - Drawings must clearly demonstrate pressurization **control and power** wiring routing and 2-hour protection.
 - Drawings must clearly demonstrate fire alarm wiring routing and 2-hour protection when used to control the pressurization system.
4. **A Special Inspector Test Procedures document** must be submitted with the smoke control permit in accordance with IBC Section 909.3.
- The architect, engineer of record or special inspector must prepare this as a bound document, independent of the design plans and smoke control report, and minimally address the following:
 - Qualifications of the special inspector and special inspection agency.
 - Summary of the testing to be performed, including:
 - A general description of each smoke control component and zone to be evaluated, and
 - The applicable performance criteria as identified in the smoke control report and IBC Section 909.18.
 - Each of the testing requirements outlined in IBC 909.18.1-9.
 - Provide representative test forms and inspection reports that will be used.
 - Anticipated testing schedule, minimally addressing IBC Section 909.18.
 - If testing will occur in absence of stack effect (with similar interior and exterior temperatures), the procedures must identify the range of acceptable test pressures to ensure system pressures will be maintained in the presence of anticipated stack effect.

- Method of testing of passive barriers, such as door fan testing. The special inspection program must include the random testing of an approved percentage or quantity and distribution of passive smoke control zones. Where multiple passive zones exist on multiple floors, such as residential units, a minimum of 1 unit per floor and a maximum of 10 percent per floor must be evaluated, whichever is greater, unless otherwise approved.
- Every fire alarm initiating device which activates any portion of the smoke control system must be tested to verify all applicable output functions in accordance with IBC 909.18.7.