

Items/Features Required Prior to Issuance of an Occupancy Permit

An Occupancy Permit (attachment 2), signed by the OSHEM director (or his designee), must be issued before occupying a new or modified area (SI owned or leased) with an occupant load over 20 people or where changes impacting life safety have occurred. An Occupancy Permit is to be requested from OSHEM at least 2 weeks before the desired effective date of the permit. The issuance of an Occupancy Permit shall be based on compliance with all of the following:

1. Emergency lighting shall illuminate a minimum of 1 foot-candle at floor level in the areas identified in this Chapter.
2. Evacuation routes are posted in staff areas.
3. Exit signs are installed and are adequate to direct occupants to the required exits.
4. Where required by design, the sprinkler systems have been verified as fully operational per applicable codes and standards.
5. Fire alarm devices, as required by design, have been verified as fully operational per applicable codes and standards.
6. Egress routes to the public way are available for full and instant use in the event of an emergency. Egress routes must be free of storage, debris and equipment.
7. Portable fire extinguishers are located as required by NFPA 10 (Portable Fire Extinguishers) and are conspicuous or are identified by clearly visible signs.