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GOVERNOR

DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONS

Public Safety Services



H. BUTCH BROWNING
STATE FIRE MARSHAL

INTERPRETIVE MEMORANDUM 2013 – 03

To: All Fire Prevention Bureaus
Felicia Cooper, Deputy Asst Secretary/Plan Review, OSFM
Chief Dan Wallis, Deputy Asst Fire Marshal Enforcement/Emergency Services, OSFM
Stephen Gogreve, Manager, OSFM
Pat Aronstein, Manager, OSFM
Boyd Petty, Manager, OSFM
Plan Review Staff, OSFM
All SFM District Offices
All Life Safety System Assoc.

From: Don Zeringue, Chief Architect/Plan Review, OSFM

Approved by: Chief Butch Browning, State Fire Marshal

Date: February 4, 2013

RE: Life Safety and/or Fire Protection System/Special Locking Submittals

LRS 37:155 requires ALL PHASES of projects that exceed the square footage or dollar amount limitations listed in this statute to be reviewed, approved and submitted by a Louisiana licensed architect, civil engineer, or system engineer identified as a “professional of record” (P.O.R.) by this office. This law establishes building area thresholds and maximum renovation costs which require a higher level of code evaluation required to satisfy minimum standards for occupancy. This includes the following life safety systems: fire alarm, special locking, automatic sprinkler and fixed suppression system (kitchen hood, paint booth and clean agent systems).

Note the following:

1. All life safety and/or fire protection system work provided as part of newly constructed building, renovation of an existing building, addition to an existing building or a change of occupancy of an existing occupancy shall be submitted with a reference to the original architectural review number. If this work is being provided as a system upgrade or installation only, an architectural review may not be required. However, this information must be documented in the system submittal.
2. Renovation work is noted by 37:155 (3) (c) as renovations or alterations of any size building which do not affect the structural integrity, or life safety, exclusive of building finishes and furnishings, or which have been preapproved by the state fire marshal where life safety is affected and does not exceed one hundred and twenty-five thousand dollars. "Life safety" as used in this Subsection shall be governed by the interpretation of the state fire marshal in accordance with the authority of R.S. 40:1561 et seq. The dollar amount used to determine applicability of this law includes the total cost of the project.
3. The apparent intent of the law is to ensure an owner is being provided with a safe building and code compliant systems. This is the responsibility of, by contractual agreement, the professional of record; not a subcontractor who has no contractual relationship with the owner. However, if a project that consists of renovation work has a separate contractual agreement between the fire alarm, special locking, or fixed suppression contractor and the owner, then this package can be submitted by the owner.
4. All reviewed system submittals are to be returned to the Professional of Record or the owner. Plans may be returned to the fire alarm or automatic sprinkler or suppression contractor if written documentation signed by the POR/owner is provided stating that the reviewed submittal may be sent to the contractor. Applications that indicate supplier’s address as the POR/owner’s address are subject to being returned without benefit of review and possible investigation by State Fire Marshal Licensing Department.
5. Letters stating that the customer has requested the submittal be returned to the contractor are to be signed by the POR/owner. If the contract between the owner and supplier states this information then that portion of the contract may be initialed by the owner and sent to this office as the required documentation. Requests by the supplier without POR/owner approval will not be honored.

Please note that all parts of a project must be declared acceptable by inspection before the building can be lawfully occupied and that delays in the approval process for any one system can cause delays for the entire project.

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DZ/LRB

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