



JOHN BEL EDWARDS  
GOVERNOR

## Office of Louisiana State Fire Marshal Code Enforcement and Building Safety

Department of Public Safety and Corrections  
Public Safety Services



H. BUTCH BROWNING  
STATE FIRE MARSHAL

August 22, 2016

To: Flood Victims, Building Officials, Fire Protection Officials

From: H. "Butch" Browning, State Fire Marshal

Re: Flooded Structures

### **Flood Damage Repairs and Temporary Occupancy Plan Review and Inspection Procedures**

The damage caused by the recent unprecedented flooding event extended beyond what many of us were prepared for. Our thoughts and prayers go out to all who are affected. In order to expedite safe rebuilding with the least amount of disruption, the following guidelines for plan review submittal and inspection requirements are being implemented immediately. These guidelines will remain in place **until November 30, 2016**.

In accordance with R.S. 40:1574, repairs of structures that affect the exits, stairs, seating arrangement, fire protection, or other details of construction must be submitted to this office for review. As such, the following will apply:

#### **Minor Flood Damage to Commercial Structures:**

For demolition and **repairs less than four (4) feet above the finished floor**, where the repair and replacement of materials is "in kind" without any alterations, **NO plan review submittal to this office will be required**. Where fire rated construction has been affected, call this office to schedule an inspection after the repairs are complete. Where electrical systems or equipment have been compromised, contact your local permitting office for electrical permitting and inspection requirements prior to restoring the electricity. In the absence of direction from a local permitting authority, contact a qualified electrical inspector that is properly registered with the Louisiana State Uniform Construction Code Council to perform the inspection.

#### **Major Flood Damage or Alterations to Commercial Structures:**

Repair of structures that have experienced **more than four (4) feet of damage, or where alterations to the existing structure are proposed**, a plan review submittal to this office is required. In order to expedite processing, the submittal must be made through our secure online portal (OSFM-IMS located at <https://lasfm.louisiana.gov/>) and the scope of work must be identified as DIRECTLY related to a flood damaged structure. No fees will be charged. The review of these submittals will be triaged, immediately expedited by this office, and a response

Is Yours Working?

Smoke Alarms Save Lives!

OFFICE OF LOUISIANA STATE FIRE MARSHAL  
8181 INDEPENDENCE BOULEVARD, BATON ROUGE, LA 70806  
(225) 925-4911 1-800-256-5452 Fax (225) 925-4593

will be provided within 24 hours of receipt. If unforeseen circumstances prevent a response to be generated within this time frame, permits may be issued by the local permitting office prior to review, and construction may commence at your own risk. Corrections to any deficiencies detected during the review will be required. Full compliance with the Life Safety Code and the referenced standards is expected.

### **Change in Use of Existing Buildings:**

Temporary use of an existing building where a change in use is proposed will be reviewed on a case by case basis. An inspection must be performed by this office to determine if the proposed use will be acceptable, or if a plan review submittal will be necessary prior to further inspection. See [http://sfm.dps.louisiana.gov/insp\\_contact.htm](http://sfm.dps.louisiana.gov/insp_contact.htm) for contact information in your area to schedule an inspection, or call 1-(800) 256-5452. If acceptable, the temporary use will be allowed for a **maximum of six (6) months**. If occupancy is anticipated for longer periods, a full plan review submittal will be required.

### **Fire Protection Systems:**

Where an existing fire protection system has been compromised, a fire protection contractor that is properly licensed by this office for the scope of work must submit the planned repairs to this office through our secure online portal (OSFM-IMS located at <https://lasfm.louisiana.gov/>) and identify the scope of work as DIRECTLY related to a flood damaged structure. No fees will be charged. The review of these submittals will be triaged, immediately expedited by this office, and a response will be provided within 24 hours of receipt. If unforeseen circumstances prevent a response to be generated within this time frame, the 'go to work order' procedures established for licensed contractors will automatically apply. Work may commence at your own risk and corrections to any deficiencies detected during the review will be required. Full compliance with the Life Safety Code and the referenced standards is expected.

### **Industrialized Buildings (Commercial Portable/Modular):**

Only buildings provided by properly registered Industrialized Building manufacturers and dealers that contain a state issued decal will be considered. Please note that mobile homes (HUD) or similar structures constructed for residential use are not acceptable for commercial use.

For a list of registered Industrialized Building Manufacturers and Dealers, please visit our website at: [http://sfm.dps.louisiana.gov/ib\\_info.htm](http://sfm.dps.louisiana.gov/ib_info.htm)