

DWV Fire & Rescue Services Plan Check Comments

Fire Department Plan Check Comments

During the building permit application stage, the Fire Department provides the following comments to all applicants. This is done to ensure that the common Fire Department requirements related to all new construction, can be addressed as early as possible in the development of a new project.

General

The FD would like to encourage the Site Superintendent to contact the Fire Prevention Office early in the construction phase in order to establish a working relationship between FD and Developer at the site. (604)-925-7392

Fire Rescue Bylaw No. 5163, 2021

<https://westvancouver.ca/government-administration/bylaws-licensing/find-bylaw/fire-rescue-bylaw>

Fire Limit Areas and Sprinkler Regulations

As per Fire Rescue Bylaw No. 5163, 2021. Part 13

https://westvancouver.ca/sites/default/files/media/documents/5163%20CONSOLIDATED%20FIRE%20RESCUE%20BYLAW%205163%202021%20%28CONSOLIDATED%20UP%20TO%20AMENDMENT%20BYLAW%205268%202023%29_0.pdf

In-Building Emergency Responder Communications Enhancement Systems.

A *Letter of Intent* is to be submitted with the Building Permit application outlining the intent to conduct radio coverage testing when the construction of the building is substantially complete, when all interior and exterior doors and windows have been installed as per District of West Vancouver Radio Amplification Bylaw No. 5164, 2021, effective date: December 13, 2021

<https://westvancouver.ca/government/bylaws-strategies-reports/bylaws/radio-amplification-bylaw>

Letter of Intent Template:

<https://westvancouver.ca/sites/default/files/media/documents/Radio%20Amplification%20Bylaw%20No%205164%202021%20Letter%20of%20Intent%20%28LOI%29%20Template.pdf>

Fire & Rescue Information for Developers Web Page

<https://westvancouver.ca/services/emergency-services/fire-rescue/information-for-developers>

Wildfire Hazard Development Permits

<https://westvancouver.ca/business-development/building-development/building-permits-inspections/wildfire-hazard-development-permit>



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Hot Works Dangerous Goods/Compressed Gas Permits

Permits must be obtained as per Fire Rescue Bylaw No. 5163, 2021 Part 11. Permits are to be available for inspection on site. <https://westvancouver.ca/business-development/information-businesses/permits-licences/fire-permits>

Construction Fire Safety Plan and Fire Safety Plan

A Construction Fire Safety Plan to be submitted to the FD before construction starts as per Fire Rescue Bylaw No. 5163, 2021, Part 7.17 – 7.19

Prior to final occupancy being granted by the Building Official, a Fire Safety Plan and Pre-Incident Fire Plan produced by a professional fire safety planner is to be submitted to the FD as per Fire Rescue Bylaw No. 5163, 2021, Part 7.20 – 7.22

Submissions are to be made to firedepartment@westvancouver.ca See this web page for details on how to produce a CFSP, or FSP for your occupancy: <https://westvancouver.ca/business-development/information-businesses/fire-safety-regulations/fire-safety-plan-pre-incident-plan-program>

Fire Protection During Construction and Demolition

The following information is a *general* reminder to developers and builders of the legislative requirements related to construction and demolition sites. This is not a comprehensive list of applicable codes.

See BCFC Section 5.6. Construction and Demolition Sites

Prior to construction proceeding above grade, a water supply must be connected to the fire suppression system. The water supply must be capable of supplying full water demand to the system as designed by the sprinkler engineer. The standpipe complete with Fire Department Connection shall meet BCFC 5.6.1.6.

As per BC Fire Code 5.6.1.6 Standpipe Systems will be installed progressively in conformance with BCBC 3.2.5. The Standpipes must be wet unless there is a threat of freezing as per A-5.6.1.6.

Interface Construction Protocols

As per Fire Rescue Bylaw No. 5263, 2021, Parts

8.12 High-risk construction and demolition activity, as defined in the North Shore Interface Construction and Maintenance Protocol for High-Risk Work During Periods of Extreme Fire Danger Ratings, will require a site-specific Construction Fire Safety Plan which must be available on site for review by the Fire Chief on request.



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8.13 High-risk construction and demolition activity during high and extreme fire danger rated days, as established, or declared by the Province, requires submission and acceptance of an interface construction mitigation checklist in the form required by the Fire Department.

8.14 The Owner(s) or Owner's Authorized Agent must:

(a) Provide all mitigation measures that are required in the Construction Fire Safety Plan and/or the interface construction risk mitigation checklist, as applicable;

(b) Where a site inspection is required to confirm that mitigation measures are in place during construction and/or demolition, pay the applicable fee prescribed in the Fees and Charges Bylaw; and

(c) Ensure that the mitigation measures required pursuant to subsection 8.14(a) are complied with and/or must comply with any order by the Fire Chief to cease and desist any or all activities on site.

Once the Fire Danger Rating progresses from HIGH to EXTREME, all high-risk construction activity in interface and/or park areas (within 10 metres of the forest) shall cease at 3 pm each day and a minimum two-hour fire watch is required after construction ceases.

Examples of high-risk activity may include, but are not limited to:

1. Preparation or use of Explosives
2. Excavating
3. Drilling
4. Grinding
5. Hot works such as welding
6. Mechanical Brushing or Land Clearing
7. Trenching
8. Using Fire or Spark Producing Tools, Including Cutting Tools
9. Using or Preparing Fireworks or Pyrotechnics

Some activities may continue as per the guidelines. See details here - *North Shore Interface Construction and Maintenance Protocol for High-Risk Work during Periods of Extreme Fire Danger Ratings*. https://westvancouver.ca/sites/default/files/dwv/assets/home-building-property/docs/emergency-preparedness/fire-rescue/2022%20WVFR_-_High_Risk_Work_During_Extreme_Fire_Danger_-_Contractors.pdf

Shipping Containers in West Vancouver

Shipping containers used on-site must comply with Fire Rescue Bylaw No. 5163, 2021 Shipping Containers Part 9.65 – 9.72. Inspections to be conducted for compliance.



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Tower Cranes

The setup and de-mobilization of a tower crane in West Vancouver will require a Street Occupancy Permit. Engineering & Transportation: streetoccupancy@westvancouver.ca

A Rescue Service Agreement with West Vancouver Fire & Rescue must be entered into before a tower crane becomes operational. An Application for this service is made through THARRP (Technical High Angle Rescue Rope Program) which is administered by the BC Safety Construction Alliance (BCSCA)

Visit: <https://tharrp.bccsa-services.ca/> to create an account with the BC Safety Construction Alliance or email your enquiry to info@bccsa.ca to start the application process. After setting up your BCSCA account and submitting your application, contact the West Vancouver Fire Rescue Services Training Division at wvfrtraining@westvancouver.ca to schedule a site visit from the Fire Department for tower crane rescue planning.

Fire Department Architectural Drawing Set

A Fire Department-Specific site plan drawing is required in the Code Compliance drawing set. This drawing is to include:

- Fire truck access route with weight considerations and turning radiuses noted
- Rollover curbs for all fire truck access routes to be noted
- Existing and proposed fire hydrant locations
- Dimensioned distance between hydrant(s) and fire department connections
- All proposed FDC locations
- Travel distances to all entrances from the primary access point
- Clearly identify the FD response point
- Fire Alarm Annunciator Panel and Fire Alarm Control Panel locations
- Proposed FD 3" lock cylinder location
- Proposed Fire Safety Plan & Operations Box location
- No Parking Fire Lane locations
- Proposed designations i.e. Stair A, Stair B etc.
- All entrances and exits from underground parking areas

Fire Department Lock Boxes

As per Fire Rescue Bylaw No. 5263, 2021, Part 9.2 All premises, not including single family dwellings, with a monitored or unmonitored fire alarm or an automatic fire sprinkler system, must install a Fire Department Lock Box conforming to the Fire Department Lock Box key.

To assist developers and property owners in being able to create key sets for the fire fighters the following guidelines apply.

A Fire Department Key Cylinder located in a manner acceptable to the Fire Department shall be provided and shall contain a set or sets of keys or devices required to be used in an emergency



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to access the building. It shall be installed on the exterior wall of the building in proximity to the principal entrance. Additional Fire Department Lock Boxes may be required to accommodate additional sets of access keys for high or complex Buildings.

Three locksmith companies have been approved to install and maintain these key cylinders/boxes for buildings in West Vancouver. It is the responsibility of the developer or property owner to make the arrangements with the locksmith for installation of these cylinders. The only access to these cylinders once installed, is by the West Vancouver FD and the approved locksmith companies. Thus, the responsibility for the safety of the key sets rests with these two (2) groups.

Approved Vendors:

- Tidey Lock & Key Ltd – <https://www.tideylockandkey.ca/>
- Silverline Security Ltd – <https://silverlinelocksmith.ca/>
- Armoured Entry Systems - <https://armouredentrysystems.com/>

FD Key Cylinders are required to be 3" in diameter. Additional FD Key Cylinders may be requested at the FD's discretion. FD Key Cylinders are to be placed between 36" and 40" above the grade not lower or higher. Alternatives to a cylinder such as a fully recessed 4" lock box may be considered.

FD Key Cylinders require coring into a minimum of 8" of rebar-free concrete. All new FD Key Cylinders to be protected from water ingress either by placement under an overhang or by a silicon or caulking sealed rain hood and must be within 5m of the main entrance and must be installed as per the manufacturer's instructions at the correct angle for drainage, and orientation. All FD Key Cylinders and lock boxes to be sealed at the concrete interface with waterproof mastic type sealant.

The primary keys needed by the West Vancouver Fire Department are listed below. Keys or devices provided, shall be affixed to a key ring or rings, and identified with colored tags indicating their function. Where feasible, opt for a master key system to minimize the number of keys.

FD Key Access Requirements – Checklist (Access to private residential areas not required)
Front Door / Fire Alarm Panel / Fire Safety Plan Box / Elevator Keys / FF Phone Box / Mag Lock Reset Key / Master Key / Digital Keypad Codes / Stairwell Doors / Storage Garage Overhead Gate Clicker – Code / Storage Garage Man Doors / Electrical Room / Electrical Closets and all Electrical Cabinets within / Sprinkler Room / Boiler Room / Storage Rooms / Garbage Room / HVAC Room / Elevator Machine Room / Generator Room / Roof / Utility - Maintenance - Janitor Rooms / Gas Meter Cages / Recreation & Meeting Rooms / Exterior Gate Hasp Locks

Note on Elevator Keys: As the fire fighters will most likely need to leave the elevator key in the elevator cab, it is required that these keys be on a separate detachable key ring that allows the



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fire fighters to unclip it and leave it in the elevator. For buildings with multiple elevators, a set for each elevator is required. During an actual fire, all elevators could be used to transport equipment and thus more keys may be needed.

Although one key set is required for a building, having additional key sets for the fire fighter to use will aid them in their investigations. This is particularly important when multiple floors may be impacted by an alarm. Thus, it is standard to have at minimum two (2) keys sets in a key box.

The Fire Department will not be responsible for a final audit of locksets and keys. Occupancy will not be recommended by the FD until all key and FOB access issues are resolved to the satisfaction of the FD.

Acceptable 3" FD Key Cylinder & 4" Lock Box Installations:



Enclosed Storage Garages for Vehicles

“Enclosed Storage Garage” means a structure built within a common area of a Storage Garage. Enclosed Storage Garages in any multifamily residential development must comply with the Fire Code and Building Code as per DWV Fire Rescue Bylaw 5163, 2021, Part 9.60

Design must not include storage units, cabinets, or shelving, whether combustible or non-combustible, within Storage Garages and Enclosed Storage Garages. Enclosed Storage Garages must be designed to allow for visibility of the garage contents in such a way that routine visual inspection by the Fire Department is not impeded by a solid door.

“NO STORAGE PERMITTED EXCEPT IN COMPLIANCE WITH THE FIRE AND BUILDING CODE” signage is to be posted in all Enclosed Storage Garages in clear view of the parked vehicle in red text on white background with a red border.

Signage, Labels, Graphics and Certificates

Shop drawings of all labels, signage, and graphics to be submitted for review and approval by the Fire Department prior to ordering and installation. Metal or rigid plastic is acceptable.



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Fire Doors. As per Fire Rescue Bylaw No. 5163, 2021, Part 9.7 Every door used as a closure within a Fire Separation must have a permanent sign posted on the visible side of the door when the door is in the open position with the words "FIRE DOOR KEEP CLOSED".

Fire Alarm System Monitoring and Certificate Posting. As per Fire Rescue Bylaw No. 5163, 2021, Part 9.27 The Owner or Owner's Authorized Agent of any Building required by the Building Code or Construction Bylaw to have a monitored Fire Alarm System installed as per ULC S561 must obtain a ULC Certificate or equivalent as approved by the Fire Chief and post it in a permanent manner in close proximity to the monitoring equipment or such other location acceptable to the Fire Chief.

All service room and mechanical room doors to be clearly labelled indicating their purpose: Electrical Room, Water Entry Room, Sprinkler Room, Boiler Room, HVAC Room, Elevator Machine Room, Generator Room etc. 'No Storage Permitted' signage is to be posted on all service room and mechanical room doors.

All main electrical disconnect switches to be labelled to allow for immediate identification by firefighters including electric vehicle disconnect switches in electrical room.

All sprinkler system flow switches and tampers to be clearly marked and accessible to authorized persons as per NFPA13 with metal or rigid plastic signs. This includes signage on the valve room door and on access panels for all floor zone, shut-off and control valves.

Complex sites are required to have exterior signage with a site orientation plan that is visible from the primary response point identifying the building components on the site by address. Additional wayfinding signage may be requested by the Fire Department on complex sites.

Load limit signage to be posted at each entrance to elevated structures. Overhead clearance height signage is required if applicable.

The entrance to the storage garage(s) (parkade) to be clearly identified. Signage will indicate which parkade level(s) each entrance accesses. Parkade Level marking to be black on white on both sides of pillars on all levels within the storage garage. Minimum every 3rd pillar at a level that is easily detected over the height of a standard parked vehicle.

Fire department connections for standpipe and hose systems and/or automatic sprinkler systems. As per Fire Rescue Bylaw No. 5163, 2021, Part 9.35 (b) Have signage in place to clearly identify the area that the Fire Department Connection serves and the maximum pumping pressure. Letters on the designated signs to be a minimum of one (1) inch in height in red and white contrast. FDC Signage must be approved by the Fire Department prior to occupancy.



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Acceptable FDC Signage Examples:



Floor Identification

As per Fire Rescue Bylaw No. 5163, 2021, Part 9.8 The Owner(s) or Owner's Authorized Agent of every Building greater than 4 stories must ensure that the following requirements are complied with:

(a) Display conspicuous signage of the floor level in all stairwells at each floor level. The dimensions and type must be not less than 50 mm by 100 mm on permanent plastic laminate or equivalent material;

(b) Have stair lettering as follows:

(i) main exit stair from lobby to floor levels above is to be Stair A;

(ii) other exit stair is to be Stair B; and

(iii) no Building or complex may duplicate stair letters, other than as stated in section 9.8(c);

(c) For complex sites where there is more than one tower on a common podium and/or parkade, Stair A and Stair B should be duplicated in each tower. There must be no further duplication of Stair A and Stair B;



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(d) Numbering must not be used for stair signage;

(e) Stair lettering plan for complex sites is to be submitted to the Fire Department and the Building Official for review;

(f) Stair letters and floor level are to be clearly posted on both the inside of the stairwell and on the corridor side;

(g) Cross Over Floors in a high building as defined by the Building Code, must be posted on the inside of the stairwell and identified on the fire alarm graphic annunciator; and

(h) Stair letters in a high building as defined by the Building Code, must be identified on the fire alarm graphic annunciator.

Note on Floor Identification: Stair designations to be Alphabetical. For example, stairs to be designated as such: Stair A, Stair B, Stair C, Stair D etc. Examples of stair designations that will not be accepted: Stair 1, Stair 2, Stair 3, Stair A1, Stair A2, Stair B1, Stair B2 etc.

Levels are to be referred to as such, not as Floors on all signage, labels, and graphics. For example, STAIR A LEVEL 14. Stair labels will be placed on both sides of the doors.

Provisions for Firefighting - Fire Access and Hydrant Requirements

The following information is a *general* reminder to developers and builders of the legislative requirements related to emergency service vehicle access and firefighting capabilities for any site applying for Building Permits. This is not a comprehensive list of applicable codes.

Part 9 Buildings 9.10.20. Firefighting

9.10.20.3. Fire Department Access to Buildings

1) Access for fire department equipment shall be provided to each building by means of a street, private roadway or yard. (See Notes A-9.10.20.3.(1) and A-3.2.5.6.(1).)

2) Where access to a building as required in Sentence (1) is provided by means of a roadway or yard, the design and location of such roadway or yard shall take into account connection with public thoroughfares, weight of firefighting equipment, width of roadway, radius of curves, overhead clearance, location of fire hydrants, location of fire department connections and vehicular parking.

Part 3 Buildings 3.2.5 Provisions for Firefighting

3.2.5.1. Access to Above-Grade Storeys



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1) Except for storeys below the first storey, direct access for firefighting shall be provided from the outdoors to every storey that is not sprinklered throughout and whose floor level is less than 25 m above grade, by at least one unobstructed window or access panel for each 15 m of wall in each wall required to face a street by Subsection 3.2.2.

2) An opening for access required by Sentence (1) shall

a) have a sill no higher than 900 mm above the inside floor, and

b) be not less than 1 100 mm high by not less than

i) 550 mm wide for a building not designed for the storage or use of dangerous goods, or

ii) 750 mm wide for a building designed for the storage or use of dangerous goods.

3) Access panels above the first storey shall be readily openable from both inside and outside, or the opening shall be glazed with plain glass.

3.2.5.2. Access to Basements

1) Direct access from at least one street shall be provided from the outdoors in a building that is not sprinklered to each basement having a horizontal dimension more than 25 m.

2) The access required by Sentence (1) is permitted to be provided by

a) doors, windows or other means that provide an opening not less than 1 100 mm high and 550 mm wide, with a sill no higher than 900 mm above the inside floor, or

b) an interior stairway immediately accessible from the outdoors.

3.2.5.3. Roof Access

1) On a building more than 3 storeys in building height where the slope of the roof is less than 1 in 4, all main roof areas shall be provided with direct access from the floor areas immediately below, either by

a) a stairway, or

b) a hatch not less than 550 mm by 900 mm with a fixed ladder.

3.2.5.4. Access Routes

1) A *building* which is more than 3 *storeys* in *building height* or more than 600 m² in *building area* shall be provided with access routes for fire department vehicles

a) to the *building* face having a principal entrance, and

b) to each *building* face having access openings for firefighting as required by Articles 3.2.5.1. and 3.2.5.2. (See Note A-3.2.5.4.(1).)

3.2.5.5. Location of Access Routes

1) Access routes required by Article 3.2.5.4. shall be located so that the principal entrance and every access opening required by Articles 3.2.5.1. and 3.2.5.2. are located not less than 3 m and not more than 15 m from the closest portion of the access route required for fire department use, measured horizontally from the face of the building.

2) Access routes shall be provided to a building so that



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- a) for a building provided with a fire department connection, a fire department pumper vehicle can be located adjacent to the hydrants referred to in Article 3.2.5.15.,
- b) for a building not provided with a fire department connection, a fire department pumper vehicle can be located so that the length of the access route from a hydrant to the vehicle plus the unobstructed path of travel for the firefighter from the vehicle to the building is not more than 90 m, and
- c) the unobstructed path of travel for the firefighter from the vehicle to the building is not more than 45 m.

3) The unobstructed path of travel for the firefighter required by Sentence (2) from the vehicle to the building shall be measured from the vehicle to the fire department connection provided for the building, except that if no fire department connection is provided, the path of travel shall be measured to the principal entrance of the building.

4) If a portion of a building is completely cut off from the remainder of the building so that there is no access to the remainder of the building, the access routes required by Sentence (2) shall be located so that the unobstructed path of travel from the vehicle to one entrance of each portion of the building is not more than 45 m.

3.2.5.6. Access Route Design

1) A portion of a roadway or yard provided as a required access route for fire department use shall

- a) have a clear width not less than 6 m, unless it can be shown that lesser widths are satisfactory,
- b) have a centre-line radius not less than 12 m,
- c) have an overhead clearance not less than 5 m,
- d) have a change of gradient not more than 1 in 12.5 over a minimum distance of 15 m,
- e) be designed to support the expected loads imposed by firefighting equipment and be surfaced with concrete, asphalt or other material designed to permit accessibility under all climatic conditions,
- f) have turnaround facilities for any dead-end portion of the access route more than 90 m long, and
- g) be connected with a public thoroughfare. (See Note A-3.2.5.6.(1).)

2) For buildings conforming to Article 3.2.2.50. or 3.2.2.58., no portion of the access route described in Sentence 3.2.2.10.(3) shall be more than 20 m below the uppermost floor level.

3.2.5.7. Water Supply

1) Every building shall be provided with an adequate water supply for firefighting. (See Note A-3.2.5.7.(1).)

2) Buildings that are sprinklered throughout with a sprinkler system conforming to Article 3.2.5.12. or have a standpipe system conforming to Article 3.2.5.8. to 3.2.5.10. are deemed to comply with Sentence (1).



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3.2.5.8. Standpipe Systems

1) Except as permitted by Sentence 3.2.5.9.(4), a standpipe system shall be installed in a building that is

- a) more than 3 storeys in building height,
- b) more than 14 m high measured between grade and the ceiling of the top storey, or
- c) not more than 14 m high measured between grade and the ceiling of the top storey but has a building area exceeding the area shown in Table 3.2.5.8. for the applicable building height unless the building is sprinklered throughout.

Note:

- New Fire Hydrants to be installed in accordance with Fire Rescue Bylaw No. 5163, 2021, Part 9.79 – 9.81
- Private fire hydrants to be painted red with a green top cap.
- As part of the development of the property, the Fire Chief may require an Owner to provide additional fire hydrant(s) and/or FDC's to be located and installed to address Fire Department operational needs.
- As part of the development of the property, the Fire Chief may require an Owner to move the proposed location of new fire hydrants if deemed necessary, for operational considerations.



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Commercial Kitchens

Commercial cooking equipment, fire suppression, hood, vent and exhaust systems must be installed in accordance with the Fire Code and NFPA 96 - "Ventilation Control and Fire Protection of Commercial Cooking Operations."

Outdoor Dining Areas

Design to maintain a 1 metre clear exit path at all times within the outdoor dining area and from the main entrance to the sidewalk

Design to maintain 1 metre of clearance around Fire Alarm Annunciator and Fire Department Connection.

Ensure a fire extinguisher is located inside the closest building entrance.

Combustible canopies, awnings, umbrellas and other materials or decorations must be flame spread rated per the BC Fire Code (CAN/ULC S109). Standards other than CAN/ULC-S109 are not acceptable in BC.

No cooking or food preparation that produces grease-laden vapours is permitted outdoors.

No storage is permitted in the outdoor dining area, including spare propane tanks. If storage of propane is to be considered for approval, CSA B149.2:20 Propane Storage and Handling Code must be complied with.

If a heating devices are to be installed, devices must be installed under permit and incorporate manufacturer's clearances to the building and combustible materials.

Additional Documentation

Prior to the Fire Department recommending occupancy acceptance to the Building Inspector, all documentation required is to be provided to the District of West Vancouver, including, but not limited to:

- Fire Alarm Verification Report and Certificate
- The ULC monitoring certificate is to be posted by the dialer
- Sprinklers Contractors' Materials and Test Certificate (as per NFPA 13)
- Sprinkler Engineer Schedule C/B
- E-Comm In-Building Communications System Verification Report
- Fire and Life Safety Integrated System Test Report as per CAN/ULC-S1001
- Emergency Generator Verification Report
- Fire Pump Report



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