



Athens-Clarke County Fire & Emergency Services



1.1.1 Plan Development & Site Checklist

Reviewer: _____

Date: _____

Job Name: _____

Address: _____

City: _____ Zip: _____

Complex Name: _____

General Building Information

Construction Type: _____ Stories? Height (ft): _____

Fire Sprinkler Company: _____ Phone: (____) ____ - ____

Contact Email: _____

Sprinkler System Type: Wet: Dry: Pre-action: Combination:

Developer: _____ Phone # _____

Review Date: _____ Approved or Disapproved

NOTE: The designer must complete the form before plans are reviewed.

700 College Avenue
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(706) 613-3364
www.athensclarkecounty.com

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GENERAL REQUIRED ITEMS	OK	Absent
1) Provide the building/project name on the plans.		
2) Provide site location map, address, and parcel number.		
3) Required sheets for plan sets at a minimum: cover, site (plat), and utility sheet showing hydrants.		
4) Provide project location reference on the cover sheet.		
5) Fire Flow Test within six (6) months of plan submittal.		
6) IFC 510 acknowledgment form signed by the owner or developer scanned to the plan set.		
7) IFC Appendix D Acknowledgement form signed by the owner or developer scanned to the plan set.		
FIRE ACCESS (fire access plan may be required)		
8) Provide at least 10' level access to all parts of the building for ladder access.		
9) Fire apparatus access roads shall extend (hose pull from fire trucks around the building) to within 150 feet of all portions of the facility or any portion of the exterior wall of the first floor (State Modifications IFC 503.1.1).		
10) Provide details of all access roads required to meet the American Association of State and Highway Transportation Officials (AASHTO) design manual live load standard HS20 (75,000 lbs.) with an unobstructed width of not less than 20 feet, 35-foot inside radius, 50 foot outside turning radius and an unobstructed vertical clearance of not less than 13 feet 6 inches.		
11) Parking structures exceeding a height of 50 ft. or having parking levels below grade shall be provided with a Class I standpipe system in accordance with NFPA 14.		
12) All retaining walls or other steep grades must be clearly marked on the site and utility sheets to ensure that there will not be any impedance to fire department apparatus.		
13) Dead-end access roads of more than 150 feet shall be provided with a turn-around (IFC 503.2.5).		
14) HAMMERHEAD TURN-AROUND: a total of 120 feet is needed (60 feet + 60 feet from the centerline) or an equivalent alternative. (IFC 503)		

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FIRE ACCESS	OK	Absent
15) CUL-DE-SAC (with or without an island): minimum 60-foot radius to the outside curb, measured to the inside of the curb, and a minimum lane width = 24 feet. Single-family cul-de-sac without island: 38-foot outside radius with island reverts to commercial dimensions.		
16) FIRE ACCESS DRIVE SURFACES: The all-weather surface must be specified, and if other than asphalt or concrete, requires individual approval by ACCFES.		
17) Fire Lanes require a concrete ribbon curb at a minimum and may be required to be painted for appropriate markings.		
18) The maximum slope of the access road in reference to the apparatus is 10% Front to Back and 5% Side to Side. (IFC Appendix D)		
19) Aerial apparatus access shall be required for all structures over 30 feet in height measured from the lowest level of fire department access to the ceiling height of the highest occupied floor level.		
20) No overhead utility and power lines shall be located within the aerial fire apparatus access.		
21) Speed humps shall meet the approved requirements when placed within Fire Lane Access.		
GATES		
22) Access to gates and through gates shall be in a direct a straight path without curvature for at least 45 feet on either side.		
<ul style="list-style-type: none">• Gates securing fire apparatus access shall provide at least 14 feet in clear width for a single lane and 20 feet for a double lane.• Gates shall be swing or sliding type.• Electric gates shall be equipped with a means of opening the gate by fire department personnel for emergency access (Knox Switch from www.knoxbox.com) and operations upon power failure.• Multiple gates on site may require interconnection and simultaneous operation.• ACCFES shall approve emergency opening devices.		

The above is not an all-inclusive list - Plans must meet all NFPA, International Fire Code, and State of Georgia requirements. Please refer to Chapter 120-3-3, Rules and Regulations of the Safety Fire Commissioners website.

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