



# Iowa State Fire Marshal's Office Checklist for Preliminary Review For Construction Documents

Plan Reviewer: \_\_\_\_\_ Date \_\_\_\_\_

Project Name \_\_\_\_\_

Project Street Address \_\_\_\_\_

In order to meet the requirements of the Exception to Administrative Rule 661- 300.4(1), the following items must be shown to be in compliance with the applicable codes in a manner satisfactory to this Office.

New Construction -Area: \_\_\_\_\_  Addition -Area: \_\_\_\_\_  Renovation-Area: \_\_\_\_\_

1) What is the Occupancy Classification as defined by IBC 2009, Section 302? \_\_\_\_\_

1a) is this Classification correct?  Yes  No

2) What is the square footage of the building's footprint? \_\_\_\_\_

2a) is the square footage of this project within the limits of IBC 2009, Table 503?  Yes  No

3) How many stories is the building? \_\_\_\_\_

3a) Are the number of stories within the limits of IBC 2009, Table 503?  Yes  No

4) What is the Construction Type as defined by IBC 2009, 602? \_\_\_\_\_

4a) is this Construction Type correct?  Yes  No

4b) Do structural elements meet the requirements of IBC 2009, Table 601?  Yes  No

5) Does the building meet the separation requirements in IBC 2009, Table 602?  Yes  No

6) Does the project include requirements fire department access?  Yes  No

Is one provided?  Yes  No

7) Is a fire sprinkler system required?  Yes  No      Is a system to be provided?  Yes  No

8) Is a fire alarm system required?  Yes  No      Is a system to be provided?  Yes  No

9) Is a smoke control system required?  Yes  No      Is a system to be provided?  Yes  No

10) Preliminary Review of Means of Egress:

10a) Do large spaces have adequate number of exits?  Yes  No

10b) Do large spaces have adequate egress width?  Yes  No

10c) Are exit enclosures properly rated?  Yes  No

10d) Do exits discharge to a public way?  Yes  No

11) If project is an addition, does it have any impact on existing means of egress?  Yes  No

12) Does project require an accessible route throughout?  Yes  No

Is one provided?  Yes  No

12) Does project require an energy review?  Yes  No

This project is approved as meeting the Exception to Administrative Rule 661- 300.4(1)  Yes  No

**IMPORTANT:** Preliminary approval under this Exception does not relieve the owner or designer of the project from correcting all violations of applicable codes even if not identified during this preliminary review or any other review or inspection.

**Before you submit final plans, please be sure to check if following is required:**

- Final drawings and specifications to be submitted in electronic format (.dwf format)
- Building Code Inspections
- Building Code Inspections fees
- Energy Review Life Cycle Cost Analysis approval

For additional information regarding these requirements, please go to: <http://www.dps.state.ia.us/fm/building/index.shtml>

### The Building Code Plan Review Approval

The following architectural technical submissions, engineering documents, and plans and specifications shall be submitted for the state building code plan review:

1. Buildings and facilities owned by the state of Iowa;
2. The initial construction of any building or facility not wholly owned by the state of Iowa or any department or agency of the state of Iowa which is financed in whole or in part with funds appropriated by the state, if there is no local building code in effect in the jurisdiction in which the construction is located or if there is a local building code in effect in the jurisdiction, and the local building code is not enforced through a system of plan reviews and inspections;
3. Buildings and facilities subject to the state building code, pursuant to a provision of state or federal law other than Iowa Code chapter 103A;

### The Building Code Inspections

Any building or facility for which construction is subject to a plan review by the commissioner, except construction involving any building or facility owned by the board of regents or by any institution subject to the authority of the board of regents, shall be subject to inspection by the commissioner or staff of the bureau. Any construction involving any building or facility owned by the board of regents or by an institution subject to the authority of the board of regents shall be subject to inspection by the commissioner or staff of the bureau or division at the direction of the commissioner.

#### *Exception:*

Construction which is limited to buildings renovations or repairs shall not be subject to inspection by the commissioner.

Buildings subject to inspection by the state building code commissioner, except construction involving any building or facility owned by the board of regents or by any institution subject to the authority of the board of regents, shall pay an inspection fee based upon the construction cost of the project. The inspection fee shall be calculated as follows:

Construction Cost	Base Inspection Fee
Up to \$100,000	\$598
\$100,001 to \$1,000,000	\$645
\$1,000,001 to \$10,000,000	\$722
\$10,000,001 and above	\$783
Follow-up inspection	\$214

The base inspection fee shall cover three inspections—a foundation, rough-in and final. The base inspection fee shall be due and payable at the time completed construction documents are submitted for review. The plan review will not be conducted until the proper

base inspection fee is paid. Checks should be made payable to the Treasurer, State of Iowa, and delivered to the bureau office. This fee is separate and distinct from the plan review fee established in [subrule 300.4\(2\)](#). Inspection fees and standard operating procedures for construction involving any building or facility owned by the board of regents or by any institution subject to the authority of the board of regents shall be established through a written agreement between the commissioner and the board of regents.

### The Fire Code Plan Review approval

Plans for the proposed construction of all buildings, structures, and facilities in which people congregate, or additions, alterations or changes to existing buildings require the approval and inspection of the fire marshal. Plans for initial construction or alterations, changes, additions, renovations or remodeling of the following shall be submitted to the fire marshal for approval, unless the plans have been submitted to a local fire or building department for approval based upon compliance with the rules of the fire marshal or a local fire ordinance recognized in

[Rule 661—201.4\(100\)](#):

- Any health care facility, subject to provisions of 661-Chapter 205
- Any educational building or facility serving kindergarten through twelfth grade,
- Any college or university building or facility,
- Any child care facility intended to serve seven or more children at one time,
- Any correctional facility, or
- Any gaming facility.
- Adult day services, or
- Assisted living facilities.

Building, planning and design services are required to be in conformance with Iowa Code chapters 542B and 544A. For any construction project requiring approval of the state fire marshal, construction shall not begin until such approval has been received. It is recommended that approval of the fire marshal be obtained prior to the release of bid documents.

### The Fire Code inspections

The final fire code inspection is required for any construction project requiring plan approval of the state fire marshal.