

# Permit to Build

“A building permit by any other name...” 2/23/04

## Code Footprint Compliance and Submittal Process: (Edited from KU standards)

Each Project's Designer shall be responsible for designing the project in accordance with all applicable codes and regulations that are in force as of the date of their contract for professional services. This information shall be summarized in a "**Code Footprint**" (CFP) per standards adopted by the facility agency and the State Fire Marshal's Office.

1. **REQUIRED:** New construction, remodels and/or additions effecting-
  - 1.1 Change in Occupancy
  - 1.2 Egress paths rated and non-rated
  - 1.3 Passive fire rated systems; fire barriers, rated egress paths, stairwells and shafts.
  - 1.4 Active life safety systems; fire alarms, fire suppression and emergency lighting.
2. **NOT REQUIRED:** Maintenance replacement of systems in kind, finishes and minor internal remodels not effecting items listed above.
3. **Limited CFP:** If the project is a remodel the CFP shall be adequate in scope to clearly show any changes the project will impose on the existing building's current code compliance. At minimum, the entire floor of the building must be indicated along with life safety systems, detailed building description and basic code information.
4. **SUBMISSION:** CFP shall be submitted to the AHJ (Authority Having Jurisdiction) for review at-
  - 4.1 Schematic design phase,
  - 4.2 Updated at Design Development for acceptance of basic design
  - 4.3 Final submission with A/E stamp & signature when project is bid.
  - 4.4 As Built changes if code compliance items have been changed.
5. **ACCEPTANCE:** Must be issued by the KSFMO before construction starts. Acceptance will not be issued until the Department of Facilities Management (DFM) reviews and approves for ALL projects.
6. **SUBMIT TO:**
  - 6.1 State Fire Marshal's Office, Larry Laubhan, Fire Protection Specialist
  - 6.2 Department of Facilities Management, Diana Hutchison, Code Compliance
  - 6.3 (KU) University Fire Marshal Authority, Bob Rombach, KU Fire Marshal
7. **ENFORCEMENT:** From KSFMO, April 28<sup>th</sup>, 2003 by Rick Fay, Architect
  - 7.1 *"Kansas statute 31-150, requires all community colleges, vocational and technical schools, colleges and Universities to have a code footprint submitted to the State Fire Marshal for acceptance prior to commencing construction. A recent violation of this statute has prompted a stern warning: If construction that effects exiting is commenced prior to receipt and acceptance of the code footprint – The State Fire Marshal SHALL issue to the building Owner a Cease and Desist Order, which will stop construction until adequate documentation is provided to the State Fire Marshal and the order is lifted."*