KETCHUM FIRE DEPARTMENT    ON-SITE REQUIREMENTS

The Ketchum Fire Department relies on accurate on-site plans to assist in pre-incident planning and handling emergency situations. We will be able to better protect you and your property with your assistance. Please provide 16 colored copies of on-sites to include the following information. This information is required prior to Final Inspection.

One draft color copy should be presented to the Fire Department for approval prior to final submittal.

1. Format:
   ___ Project title and approved street address written on right hand side (to be readable when page turned horizontally, at bottom of plan), font size to be at least 14, capital letters and bold.
   ___ Orientation of drawings and all writing to be the same
   ___ Clear area shall be provided in bottom right hand corner when page held vertically (minimum measurement of ½” by ½”)

2. Site plan (on 8½” by 11” sized paper) to include:
   ___ First floor plans showing individual tenant/ownership spaces, rooms
   ___ Adjacent streets, driveways and other accesses
   ___ Doorways
   ___ Stairwells, elevators (highlighted yellow)
   ___ Hydrant locations (drawn as circle with “x” through it and colored red)
   ___ Knox box location (drawn as square and colored orange)
   ___ Alarm panel, annunciators (drawn as star and colored yellow)
   ___ Riser room, gas, electrical, other utilities/mechanical, elevator room (highlighted pink)
   ___ FDC - fire department connection, (drawn as “v” and colored red)
   ___ Legend to match KFD’s to be located on site plan in upper right hand corner when page oriented to be read
   ___ Summary of the building “at a glance” to include building construction type, roof construction, floor construction, location of identified systems and infrastructure and additional fire protection systems (i.e., fire walls, emergency power systems, fire curtains), to be completed as shown in sample
   ___ North arrow

3. All other floor plans, including basements (on 8 ½” by 11” sized paper), to include:
   ___ Tenant/ownership units, rooms
   ___ Accesses (doorways, elevators, stairs, etc.)
   ___ Any items listed above, as applicable

4. The following items shall not be included on the on-sites:
   Landscaping, dimensions, furniture, or any information that detracts from the required on-site information.
THE SAMPLE BUILDING – First Floor

*Address

Legend
FDC
Alarm Panel
Knox Box
Hydrant

The Sample Building at a Glance
Access to second floor: off alley
Alarm Panel – First floor at main entrance; code #1234
Construction – Building Type: V-2
   Roof: bar joist
   Floor: concrete
FDC - off Lesser Street, SW corner
Gas Meter - off alley
Hazards – paint and refinishing products in second floor Unit F
Hydrant – corner of NW Main and Lesser Streets
Riser Room – First floor, rear of unit B