



# PASADENA FIRE DEPARTMENT

## FIRE PREVENTION DIVISION

### INFORMATION SHEET

Information Sheet#: 2018 - TI01  
Date Issued: May 2, 2018  
Last Revision: May 2, 2018

Topic: FIRE SAFETY DURING TENANT IMPROVEMENT CONSTRUCTION  
Reference #1: 2016 California Fire Code - Chapter 33

**Note:** *This information is being provided by the Pasadena Fire Departments a summary of the 2016 California Fire Code (CFC) which is adopted by City Ordinance as Title 14.28.010 of the Pasadena Municipal Code. This information is intended to be used as a brief summary of the CFC to be used as a quick reference guide and is not all inclusive and does not supersede other adopted codes and regulations.*

**3303 Temporary Heating Equipment** – The heaters must be listed and used in accordance with the terms of the listing.

**3303.3 Propane Heaters** - Shall comply with Chapter 61, California Mechanical Code and NFPA 58.

**3304.2.2 – Accumulation** – Combustible waste shall be removed from building at the end of each work shift.

**3304.2.3 – Rubbish Containers** – Shall be metal or comply with ASTM E 1354.

**3304.2.4 – Spontaneous Ignition** – Materials susceptible to spontaneous ignition, such as oily rags, shall be stored in a listed disposable container.

**3304.5 – Fire Watch** – Fire Code Official may require fire watch for operations that are hazardous in nature.

**3304.6 – Cutting and Welding** – Operations shall be conducted in accordance with Chapter 35.

**3501. Restricted Area** – Hot works shall be conducted in designated and authorized areas, separate from the remainder of the building.

**3503.5 – Records** – A responsible individual shall maintain pre-work check reports.

**3504.1.8 - Sprinkler Protection** – Shall be maintained operational during hot work. Sprinkler heads may be guarded or shielded in an approved manner.

**3504.1.9 – Fire Detection Systems** – Precautions may be taken to avoid accidental operation.

**3504.2.1 – Fire Watch** – Shall be provided and continued for a minimum of 30 minutes after conclusion of work.

**3504.3.1 – Pre-hot-work Check** – Shall be conducted prior to work to ensure the area is suitable for hot work.

**3505 – Gas Welding and Cutting** – All devices and attachments shall be approved and used in accordance to manufacturer's documentation.

**3506 - Electric Hot Work** – All devices and attachments shall be approved and used in accordance to manufacturer's documentation and emergency disconnect switch.

**3304.7 - Electrical Requirements** – Temporary wiring for electrical power shall comply with the California Electrical Code.

**3305.2 – Use of Class I and II Liquids** – Class I and II liquids shall be used in accordance with Chapter 57. Approved ventilation shall be provided for operations using flammable solvents.

**3308.1 – Superintendent** – Owners Responsibility to designate Superintendent of fire prevention program.

**3308.4 – Fire Protection Devices** – The Superintendent shall ensure that fire protection devices are maintained in accordance to the code.

**3308.5 – Hot Work** – The Superintendent is responsible for supervising all hot work.

**3308.7 – Temporary Covering of Fire Protection Devices** – Shall be approved and immediately removed upon completion of construction.

**3311.2 Maintenance** – Required means of egress shall be maintained during construction. Including all stair shafts, corridors and fire protection assemblies.

**3314.1 – Fire Protection Systems** - Shall be completed and approved prior to occupancy.

**3314.2 – Restoring Protection-** All valves shall be verified as open, by the end of each work shift.

**3315.1 Portable Fire Extinguishers** – An extinguisher shall be provided, at minimum, at each stairway, on all effected floors and at all storage or construction structures.

Thank you for taking the time to review these requirements. Please keep in mind that individuals are responsible to obey all related codes and to check with the Fire Department to obtain all necessary permits and pay any fees. Applications for permits can be obtained from the Fire Prevention Division of the Pasadena Fire Department at the following Address:

Pasadena Fire Department – Fire Prevention Division  
175 N. Garfield Avenue  
Pasadena, CA 91101  
Phone: (626) 744-7189