FAIRFAX COUNTY FIRE & RESCUE DEPARTMENT
OFFICE OF THE FIRE MARSHAL
Revenue & Records Branch
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BUILDING / TENANT PLAN REVIEW CHECKLIST

2015 Virginia Construction Code (VCC) Effective March 1, 2020

PROJECT NAME:_____ TENANT PLAN NUMBER_____

SUBMITTER NAME:_____ PHONE #:_____

Your tenant plans were rejected on _____, 20_____ for the following reasons:

_____1. Provide Key Plan showing location of space in building.
_____2. Provide completed Building Information Sheet.
_____3. Provide size of space in square feet.
_____4. Provide full floor plan. VCC 109
_____5. Provide clear scaled drawings. VCC 109
_____6. Define contents of space; define all work to be done. VCC 109.3
_____7. Separation required for mixed uses. VCC 508.4
_____8. Provide design number for floor/ceiling or other rated assembly. VCC 601, 602
_____9. Guestroom/D.U. or mall tenant demising walls shall be 1-hour rated. VCC 708.1
_____10. Provide fire dampers. VCC 716
_____11. Provide an audible notification device (water bell) on the exterior of the building for fire sprinkler water flow. *Note: Typically located outside the sprinkler room or at the FDC.* VCC 903.4.2
_____12. Where there is no fire alarm system, a local alarm must be provided to notify of a hood suppression system activation. VCC 904.3.4, NFPA 17A 5.2.1.8
_____13. Range hood pull station must be 10 to 20 feet from hood. VCC 904.12.1
_____14. Pull stations to be no more than 5 feet from exit door. VCC 907.4.2.1
_____15. Provide fire alarm speakers or audible devices. VCC 907.5.2.1, 907.5.2.2
_____16. Provide strobes per NFPA 72 18.5.4.3, VCC 907.5.2.3
_____17. Provide seating plan (scaled). VCC 1004.4
_____18. Emergency egress lighting required. VCC 1008
_____19. Door hardware does not conform to VCC 1010.1.9
_____20. Provide details of door hardware/special locking (wiring, location & description). VCC/VCC 407.4.1.1, 1010.1.9.3, 1010.1.9.7-9
_____21. Exit lights required. VCC 1013
_____22. Travel over 75 feet requires 2 remote exits. VCC 1006.2.1
_____23. Over 50 people in a space requires 2 remote exits. VCC 1006.2.1
_____24. Exit access corridor requires 1-hour rating with 20 min. doors, closers. VCC 1020.1
_____25. Exit access corridor to be minimum 36/44" width. VCC 1020.2
_____26. Dead end over 20/50 feet not permitted. VCC 1020.4
_____27. Transfer grilles/ducts not permitted in exit access corridor. VCC 1020.5
_____28. Floor space must have minimum of 2 remote exits. VCC 1006.2.1
_____29. Stairs 3 levels or less shall be 1-hour rated. VCC 1023.2
_____30. Stairs 4 levels or more shall be 2-hour rated. VCC 1023.2
_____31. Assembly aisles to be minimum width. VCC 1029.9
_____32. Provide Manufacturer Safety Data Sheets for all substances. SFPC 5001.2

** Additional Comments on Back of Checklist: YES _____ or NO _____

For questions, please contact _____ at 703-222-0114 or 703-246-4806.
Reviewer

Publication Updated: March 24, 2020