

DEPARTMENT OF LICENSES AND INSPECTIONS CODE BULLETIN OF INFORMATION No. B-0003 R1		CODE OF GENERAL ORDINANCES OF THE CITY OF PHILADELPHIA <hr/> TITLE 4 — BUILDING CONSTRUCTION AND OCCUPANCY CODE
SUBJECT OF BULLETIN: FIRE COMMAND STATIONS IN HIGH-RISE BUILDINGS		REFERENCE CODE SECTION(S): B-403.4.5
ISSUED BY		
NAME: David L. Wismer, P.E., C.B.O.	SIGNATURE:	ISSUE DATE June 21, 2000 [Rev. 8/10]
TITLE: Director of Planning and Code Development, Dept. of Licenses and Inspections		PAGE 1 OF 2

ISSUE

Section B-403.4.5 of the Philadelphia Building Code requires that a fire command station for Fire Department operations be provided in a location approved by the Fire Department. It is important that the building plan examiners and building inspectors as well as building owners and design professionals have an understanding of the requirements and steps to obtain the approval.

DIRECTION

In cases of new construction of high-rise buildings or a change in the principal Use Group designation of a high-rise building, a fire command station is required and the approval of the Fire Department is a pre-requisite to the issuance of the building permit. The fire command station shall contain the controls and features listed in Section B-911.1.5.

Either prior to applying for the building permit or when directed by the building plans examination engineer, the applicant shall:

1. Contact the Fire Department's Fire Code Unit at 215-686-1356 to arrange for a review of the proposed fire command station.
2. Submit four sets of floor plans that indicate the location of the fire command station to the Fire Department's Fire Code Unit located in the basement level of the Fire Administration Building at 240 Spring Garden Street.
3. Return three sets of the plans that show the approval of the Fire Department to the building plans examination engineer who is reviewing the construction plans.

Fire Department requirements for the fire command station include the following:

1. The floor area of the room shall be a minimum of 120 square feet.
2. The room shall be located adjacent to the main lobby at grade level in a location approved by the Fire Department.
3. The door to the room shall be conspicuously labeled "FIRE COMMAND CENTER."

4. A phone or phone jack for Fire Department use is required in the fire command station, on each floor landing in every enclosed exit stairway, in every elevator, and at each elevator lobby.
5. In addition to equipment required in the room by the Philadelphia Building Code, the Fire Department requires that the room shall contain the following:
 - 5.1. A complete set of "as-built" plans.
 - 5.2. Copies of variances from the Building and Fire Prevention Codes.
 - 5.3. Elevator override keys.
 - 5.4. Master keys.
 - 5.5. Fire safety plan and evacuation procedure as required by Section F-707.1 of the Philadelphia Fire Prevention Code.
 - 5.6. A list of disabled persons who reside or are employed in the building.
 - 5.7. Material Safety Data Sheets.
 - 5.8. Emergency contact names and telephone numbers.
 - 5.9. Where the Fire Department communication system utilizes telephone jacks, one handset shall be provided for each five floors of building height, but in no case less than six handsets.
 - 5.10. A table-top work surface.
6. For the duration of fire emergencies, the room shall be dedicated for Fire Department use.

Requests for deviations from the above requirements will be considered and the approval will be based upon individual circumstances.

