

STEVE ENNIS ARCHITECT

CONFERENCE REPORT

CLIENT: City of Ashland
PROJECT: Pioneer Hall
LOCATION: 73 Winburn Way, Ashland, Oregon
REPORT NO. 01
JOB NO. 1729
DATE: February 21, 2018
TIME: 9:00 A.M. – 9:45 A.M.

UNLESS WRITTEN OBJECTION IS RECEIVED WITHIN SEVEN DAYS, WE ASSUME THE STATEMENTS CONTAINED HEREIN ARE ACCEPTED

PRESENT: Ralph Sartain (Ashland Fire & Rescue), Robert Rice (Northwest Code Professionals), Kaylea Kathol (Ashland Public Works) and Steve Ennis.

1. Those listed above met to review the following handouts (which are also attached to this report):
 - a) Pioneer Hall Building Code Analysis, dated 02/20/18.
 - b) Oregon Fire Code Technical Advisory 11-14, dated 11/30/11.
 - c) Pioneer Hall Floor Plan, dated 02/12/18.
2. It was agreed that this building could be used as an Overnight Shelter.
3. Ralph Sartain explained that since this is not a temporary use and the building will be used as an Overnight Shelter year after year it will need to be fire sprinklered. Ralph stated that the Technical Advisory was more applicable to temporary uses such as Warming Shelters.
4. The following was discussed regarding Fire Sprinklers:
 - a) Steve Ennis explained that a 2" water line will be needed. Ralph questioned whether it would have to be so large.
 - b) The Fire Department Connection (FDC) will need to be a 2 1/2" Siamese connection with a minimum of 3'-0" clearance in front of it and accessible from the road.
 - c) The fire sprinkler system will meet the requirements of NFPA 13R. Flow through systems are only applicable to 13D, so this one will need to be separated from the domestic water service with a backflow device. Ralph recommends a wet system and will require a Knox Box.
 - d) The fire sprinkler riser does not have to be exposed.
 - e) A 13R system does not require fire sprinklers in the attic.
5. The Fire Alarm system will be as follows:
 - a) Off-site monitoring with back up is required. This connection can be made with a standard phone line, data line, VOIP or cellular line.
 - b) The Fire Alarm is primarily for monitoring the Fire Sprinkler.
 - c) Minimum components include a FACP, manual pull station, water flow alarm and smoke detector. These devices can all be in the same location. Additional smoke detectors could be added.
6. The Building Code Analysis was reviewed. Since Pioneer Hall and the Community Center are on the same tax lot and have a combined square footage of less than 7,000 SF, the north wall of the building will not need to have a 1-hour fire resistance rating (Exception to OSSC 705.3). **Robert Rice will give some more thought to the portion of the SW Building Corner that is within 10'-0" of the property line.**

STEVE ENNIS ARCHITECT

CITY OF ASHLAND PIONEER HALL ASHLAND, OREGON BUILDING CODE ANALYSIS

February 20, 2018



1. **PROJECT OVERVIEW:**

- a. Building Code Analysis of existing building constructed in 1890 and added onto in 1920's and 1988.
- b. Existing building does not have fire sprinklers or fire alarms.

2. **BASIS OF CODE REVIEW:**

- a. Communication with Kaylea Kathol, Project Manager for City of Ashland.
- b. Use of the building as a Community Hall, with occasional use as an overnight shelter with a maximum occupancy of 44.
- c. Field measurements and as-built drawings dated 02/12/18 (attached to this report).

3. **BUILDING CODE REVIEW:**

- a. Applicable Code: 2014 Oregon Structural Specialty Code.
- b. Occupancy (Chapter 3): Group R-1 (Residential Occupancy containing sleeping units where the occupants are primarily transient in nature).
- c. Construction Type (Section 602.2): Type V-B, no Fire Sprinklers.
- d. Allowable Height & Building Area (Section 503):
 - 1) 2 story & 7,000 SF Allowable (Table 503).
 - 2) Actual First Floor: 2,345 SF.
 - 3) The 2,345 SF First Floor less than 7,000 SF allowable area in Table 503.
- e. Types of Construction (Chapter 6):
 - 1) As shown in Table 601, a Type V-B building does not require any of building elements to be rated.
 - 2) Table 602 lists the Fire-Resistance rating requirements for exterior walls based on Fire Separation Distance. The exterior walls of a Type V-B Building with Group R-1 Occupancy that has a Fire Separation Distance of 10'-0" or more does not have to be fire rated.
 - 3) The SW Corner of the building is approximately 8'-0" from the south property line. Those portions of the exterior wall that are less than 10'-0" from the south property line must have a 1-Hour fire resistance rating.
 - 4) The north wall of the building is approximately 8'-0" from the Community Center, which is on the same take lot. The north wall of the building must have a 1-Hour fire resistance rating.
 - 5) **It is unclear if the SW Corner and North Wall of the building are constructed of the required 1-Hour fire resistance rating.**
- f. Exterior Walls (Section 705):
 - 1) Unprotected openings in exterior walls of a non-sprinklered building with a Fire Separation Distance of more than 5'-0" but less than 10'-0" can be up to 10% of the wall area (Table 705.8).
 - 2) There is a window near the SW Corner of the building, but it takes up less than 10% of the south wall.
 - 3) There are windows on the north wall of the building, but they take up less than 10% of that wall.
- g. Automatic Sprinkler Systems (Section 903.2.8):
 - 1) An automatic sprinkler system installed in accordance with Section 903.3 shall be provided throughout all buildings with a Group R fire area.
 - 2) Automatic sprinkler systems in Group R occupancies up to and including four stories in height shall be permitted to be installed throughout in accordance with NFPA 13R (903.3.1.2).

- h. Occupant Load (Section 1004 & Table 1004.1.1) (44 if used as overnight shelter, but the following is based on assembly use):
- 1) The Occupant Load Factor for Meeting Hall/101 is 15 Net. The Occupancy Load is 35.
 - 2) The Occupant Load Factor for Conference/108 15 Net. The Occupancy Load is 18.
 - 3) The Occupant Load Factor for Kitchen/102 is 5 Net. The Occupancy Load is 5.
 - 4) The Occupant Load Factor for Dining/103 15 Net. The Occupancy Load is 7.
 - 5) The Occupant Load Factor for Office/107 is 100 Gross. The Occupancy Load is 1.
 - 6) The Total Occupant Load is 66.**
- i. Means of Egress Illumination (Section 1006):
- 1) The means of egress, including the exit discharge, shall be illuminated at all times the building space served by the means of egress is occupied (Section 1006.1).
 - 2) The means of egress and exit discharge will need illumination levels of not less than 1 footcandle (Section 1006.2).
 - 3) Emergency power for illumination must be provided at the three exterior doors, per Section 1006.3.
 - 4) Meeting the requirements for Means of Egress Illumination must be verified.**
- j. Accessible Means of Egress (Section 1007):
- 1) Accessible spaces shall be provide with not less than one accessible means of egress (Section 1007.1).
 - 2) Given the occupancy load and configuration of the building, there needs to be one accessible means of egress from the Meeting Hall and one from the Conference Room.
 - 3) The south door to the Meeting Hall meets the requirement for an accessible means of egress from that space, so the east door does not need to be made accessible.
 - 4) The west door to the Meeting Room is accessible, but the concrete landing outside that door has a slope that exceeds code allowances (Section 1008.1.5). **This concrete landing and the brick adjacent to it would need to be renovated in order to meet the code requirements.**
- k. Accessibility (Chapter 11 & ICC A117.1-2009):
- 1) The existing Kitchen does not meet the following accessibility requirements:
 - a. Work Surface: The existing kitchen counter is 36" above the floor. **A portion of that counter would need to be set at 34" above the floor to meet code requirements** (Section 804.3 of ICC A117.1-2009).
 - b. Sink: **The existing kitchen sink would need to be lowered from 36" to 34" and the cabinet below it altered to provide knee and toe clearance** (Section 804.4 of ICC A117.1-2009).
 - c. Cooktop: **The existing cooktop would have to be replaced by one that does not require reaching across the burners to access the controls** (Section 804.5.4.3 of ICC A117.1-2009).
- l. Minimum Plumbing Fixtures Table 2902.1): (See Item 3, h. above for the Occupant Load)
- 1) 66 Occupants Total.
 - 2) 33 Male's and 33 Female's.
 - 3) Male's water closets @ 1/125 = 1 required and one provided.
 - 4) Female's water closets @ 1/65 = 1 required and two provided.
 - 5) Male's lavatories @ 1/200 = 1 required and one provided.
 - 6) Female's lavatories @ 1/200 = 1 required and two provided.
 - 7) Drinking Fountain = 1 required and none provided.
 - 8) The existing restrooms meet the plumbing fixture requirements, although a Drinking Fountain would have to be added to fully meet the current code. Also note that although the restrooms appear to have met the code requirements when they were renovated in 2003, they are missing the vertical grab bars at the water closets required by the current code.**
- m. Accessibility for Existing Buildings (Section 3411):
- 1) Where an alteration includes alterations to an entrance, and the facility has an accessible entrance, the altered entrance is not required to be accessible, unless required by Section 3411.7. Signs complying with Section 1110 shall be provided (Exception to 3411.8.1). **If alterations are pursued, a sign will need to be added to the east door of the Meeting Room directing people to the nearest accessible entrance, which is the south door to the Meeting Room.**



OREGON FIRE CODE

Interpretations and Technical Advisories

A collaborative service by local and state fire professionals, along with our stakeholders and customers, to provide consistent and concise application of Oregon's fire prevention and life safety regulations.

Date: Revised November 30, 2011 (April 4, 2011)

Ruling: Technical Advisory No. 11-14 (Revised TA# 09-03)

Subject: Temporary Shelters.

Code Reference:

Content: This technical advisory contains minimal guidelines to allow a building not normally designated as an R Occupancy (use of a building or structure, or a portion thereof, for sleeping purposes) to be used as a temporary shelter with **the approval of the local jurisdiction**. This may include your local building, zoning and fire official.

Note: Local jurisdictions may have more stringent requirements than are provided here or they may not allow temporary shelters.

Time limits: To meet the allowances of this advisory, a building may be used as a temporary shelter for a maximum of ninety days (90) within any twelve (12) month period of time beginning on the first (1st) day of occupancy or as approved by the local authority having jurisdiction.

Maximum Number of Occupants Allowed: The maximum number of allowable temporary shelter occupants shall be calculated using an occupant load factor of one (1) individual for every thirty-five (35) square feet of room area. For example, a room with 980 square feet would be allowed to provide temporary shelter for up to 28 occupants. $980 \text{ divided by } 35 = 28$.

Life-Safety Requirements: The following life-safety requirements apply to buildings being used as a temporary shelter:

1. Fire sprinklers. It is not necessary for a building to have fire sprinklers installed to allow it to be used as a temporary shelter. However, buildings with approved fire sprinklers installed may be granted more flexibility as follows.

- When a building has approved fire sprinklers installed throughout, temporary shelter sleeping areas may be located on any building floor level.

- When a building is not fully fire sprinklered, temporary shelter sleeping areas may only be located on the first (ground) or second floor. Sleeping areas are not permitted in basement areas of a non fire sprinklered building.

2. Smoke alarms and detection.

- All temporary shelter sleeping areas shall be provided with approved smoke alarms or a complete approved smoke detection system.
- All other areas of the building used for temporary shelter operations shall be equipped with smoke alarms or a smoke detection system as required by the local fire code official.
- Smoke alarms may be battery operated.

3. Carbon monoxide (CO) alarms and detection.

- All temporary shelter sleeping areas shall be provided with approved carbon monoxide alarms or a complete approved detection system in buildings that have a carbon monoxide source such as a heater, fireplace, furnace, appliance or cooking source that uses coal, wood, petroleum products and other fuels that emit carbon monoxide as a by-product of combustion. This would include buildings with an attached garage with a door, ductwork or ventilation shaft that communicates with the rooms intended for sleeping.
- Carbon monoxide alarms may be battery powered.

4. Means of Egress (Exits). All floor levels with temporary shelter areas shall have a minimum of two means of egress (exits) from each floor level. All means of egress (exit) paths shall be maintained free of obstructions at all times. Exits from sleeping areas shall be as follows;

- Sleeping areas located on the ground floor of a temporary shelter with an occupant load of 49 or less shall have a least one (1) exit and at least one (1) window qualifying as an escape or rescue window as defined by the building code.
- All other floor levels used as temporary shelter sleeping areas that have an occupant load of 10 or more shall have two (2) exits from the area. The exits serving the areas shall be separated by a distance equal to at least 1/3 of the longest diagonal distance of the area.

5. Emergency Evacuation Plan. All temporary shelters shall create and maintain an approved emergency evacuation plan addressing the evacuation of all occupants in an emergency event. At a minimum, the emergency evacuation plan shall contain the following:

- Building floor plans. Building floor plans for each floor of the temporary shelter with sleeping areas clearly identified.
- Room size. The square footage of all rooms of the temporary shelter.

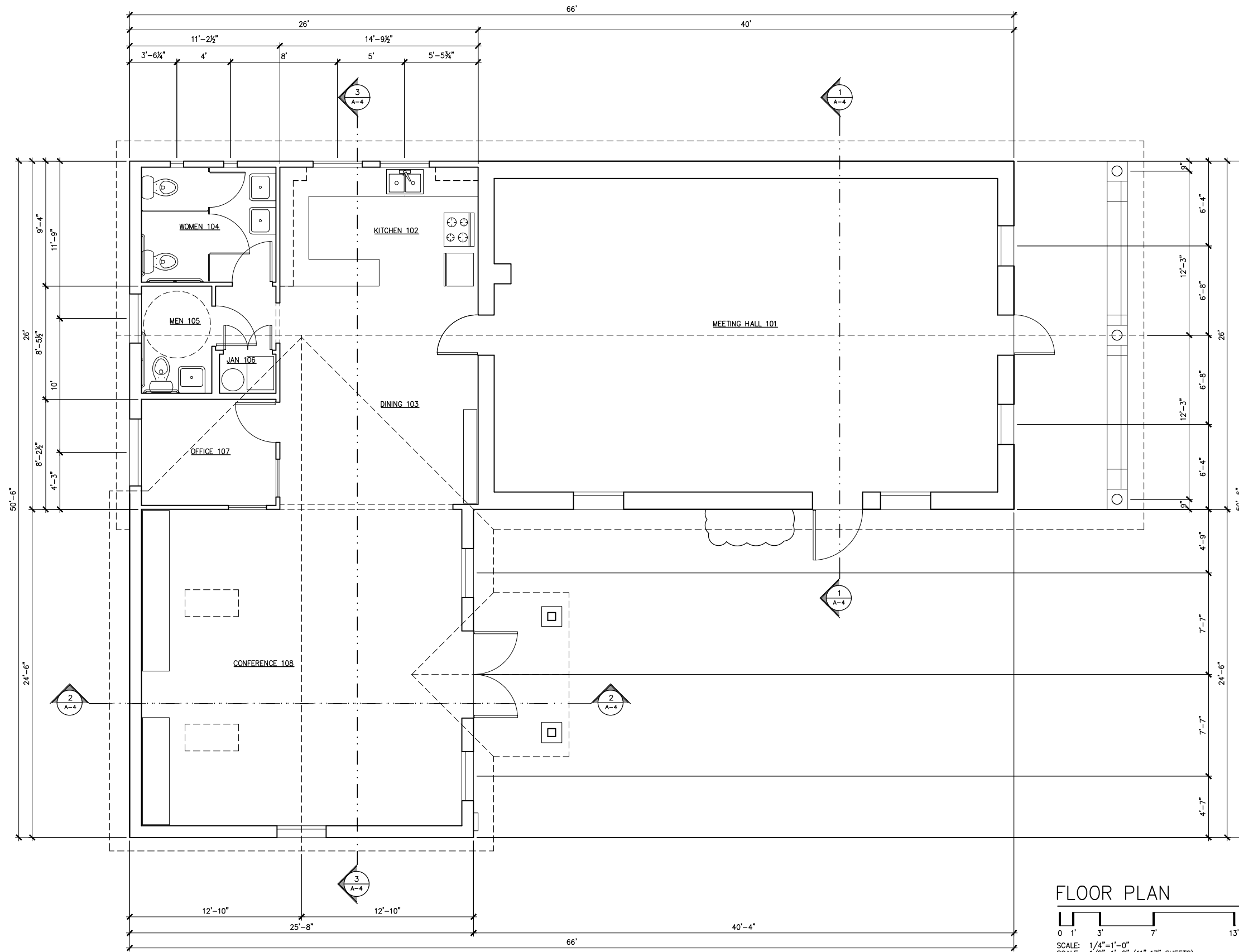
- Egress (exit) path. Building floor plans shall clearly show the egress (exit) paths from all areas of the temporary shelter. Egress (exit) path floor plans shall be posted throughout the temporary shelter.
- Life-safety systems. The emergency evacuation plan shall also include information about the fire sprinkler system, fire alarm system or the smoke alarms.
- Occupant list. A list of all occupants each night must be made, maintained and made available to the emergency personnel in the event of a fire or incident.

6. Fire Watch. During sleeping hours a fire watch shall be maintained continuously. This means at least one responsible person shall be awake and assigned this responsibility. This duty may be rotated among a number of responsible adults during the sleeping hours. The fire watch person shall be equipped with a working flashlight and have access to a phone or carry a cell phone on their person.

7. Documentation. Documentation of all fire safety requirements including copies of the temporary shelter evacuation plan shall be maintained on site and shall be available for review at the request of the local fire code official.

8. Notification. The local fire code official shall be notified prior to the temporary shelter being used. Notification shall include the number of occupants being temporarily sheltered and the expected days and times that the temporary shelter will be used. The local fire code official may require an inspection prior to the shelter being occupied.

Other References:



FLOOR PLAN

0 1' 3' 7' 13'

SCALE: 1/4"=1'-0"

SCALE: 1/8"=1'-0" (11"x17" SHEETS)



MARK	DATE	REVISION

**STEVE ENNIS
ARCHITECT**
1108 EAST JACKSON STREET
MEDFORD, OREGON 97504

PROJECT FOR
CITY OF ASHLAND

PROJECT NAME
PIONEER HALL

PROJECT ADDRESS
73 WINBURN WAY
ASHLAND, OREGON 97520

DRAWING TITLE
FLOOR PLAN

FILE NAME 1729FP	DRAWING NUMBER A-1
PROJECT NUMBER 1729	
DATE 02/12/18	