



Basic Construction Fire Safety Plan



For buildings: Under 600 m² / 3 Stories or Less / Unoccupied

Detached Garages, Renovations and Basement Developments

“POST ON CONSTRUCTION SITE”

Builder / Owner Name: _____

Construction Site Address: _____

Contact Primary Phone: _____ Secondary Phone: _____

Email Address: _____

Emergency Contact Information

Name: _____

Phone Number: _____

Alternate Number: _____

Type of Work Being Done (Check All That Apply)

New Construction Renovation Demolition

Description of Work Being Completed

Anticipated Completion Date: _____

Emergency Numbers

Fire / Police / Ambulance: 9 – 1 – 1
Power: 780 - 310 – 9473
Stony Plain Public Works: 780 – 963 - 2469
ATCO Gas: 800 – 511 – 3447
West Parkland Gas COOP: 780 – 963 – 3311



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Muster Point Location: _____

(Must be within one block of the construction site)

Adjacent Property Protection Requirements (see page 7)

Provide an outline as of what option(s) are to be used for the protection of any or all adjacent property as per the Current National Fire Code 2023 – Alberta Edition 5.6.1.2.

5.6.1.2. Measures to Mitigate Fire Spread to Adjacent Buildings

1. Measures shall be taken to mitigate fire spread to adjacent buildings and facilities that would be exposed to fire originating from buildings, parts of buildings, facilities and associated areas undergoing construction, alteration or demolition operations. (See Note A-5.6.1.2.(1)).

A-5.6.1.2.(1)). Methods and materials used to mitigate fire spread to adjacent buildings and facilities that are deemed necessary following a risk assessment can range from active to passive systems such as spatial separation, installing water curtains, using construction methods and materials that include gypsum sheathing, or erecting a temporary fire barrier such as a fire tarpaulin. Materials that may become part of the finished building must conform to the NBC(AE).

Adjacent Property Protection product to be used: _____

Note: **Detached Garage** on a **ZERO LOT LINE** requires adjacent **Property Protection**

I have read and understand the requirements of the Fire Plan.

Name (PRINT): _____

Date: _____ **Signature:** _____

1. Keep a copy of the fire plan with the Site Supervisor and available for inspection by the Stony Plain Fire Department or Building Safety Codes Officer.
2. Submit a copy of Pages 1 to 2 to:

Planning and Development
 4905 51 Avenue
 Stony Plain, Alberta T7Z
 Phone: 780-980-7177
 Fax: 780-963-0935

★ Prior to any approvals, pages 1 and 2 must be fully completed. ★

Document received: _____ Reviewed by: _____

SCO#: _____ Signature: _____



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Construction Fire Safety Guidelines

The primary purpose of these guidelines is to protect life and property. These guidelines are aimed mainly at contractors.

Most issues at construction sites can be dealt with using simple precautions.

1. Street address of the site is to be always posted and clearly visible for all emergency response personnel including fire, police and ambulance. Address numbers should be affixed in a visible location at a level of about 2 m from the ground or taped to the inside of a front facing window.
2. Smoking shall not be permitted in areas where conditions are hazardous, or potential of ignition exists.
3. Fire Department Access is to be always maintained from start to completion of construction. Blocking or obstruction of access roads or hydrants with construction materials, equipment or excavation materials is not permitted.
4. **Construction Heaters** shall be connected to minimize danger of mechanical damage and upset and be installed on a solid level base. Temporary heaters must be placed at least 5 m from combustible tarpaulins or similar coverings. Tarps must be securely fastened to prevent wind from blowing where they could upset the heater or be set on fire.
5. Piping, tubing, hose and fittings shall be supported, secured and protected from damage and strain. **Propane regulators** shall be properly fastened within the protective cover.
6. Outdoor Refuse Containers (**Dumpsters**) shall be kept at least 3 meters from a combustible building and any building overhang or opening. Combustible waste materials in and around buildings shall not be permitted to accumulate in quantities or locations that will constitute a fire hazard.
7. Hot works shall be performed only by personnel trained in the safe use of hot work equipment. A fire watch shall be provided for a period of not less than 60 minutes after its completion. At least **one 10lb ABC portable extinguisher** and a pail of water shall be provided in the hot work area.
8. If fire breaks out the alarm should be raised as soon as the person discovers it and should be heard by everyone working on the site. Immediately Dial 911. Provide the operator with a street address and a description of the emergency.

Burning of Waste material at construction sites is NOT permitted.



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Fire and/or Evacuation Emergency Response Plan

Training

- Site orientations are provided to all workers
- First Aid trained workers/staff are on site
- Fire safety requirements and evacuation procedures are incorporated into meetings

First Aid

- Available to all personnel on site
- First aid supplies located on site

Emergency Procedure

1. Do **not** Panic
2. Turn off Equipment, **only** if safe to do so.
3. **Leave** Fire Area immediately
4. Close **ALL** doors behind you as you leave.
5. Call for help and **sound the alarm**/horn.
6. If possible, **try** to extinguish the fire. (Only if safe to do so.)
7. If fire is large and uncontrollable, evacuate, and call **9-1-1**.
8. **Communicate** to others that 9-1-1 has been called.

Our Worksite Address is: _____

9. Use nearest exit to leave structure, **DO NOT** use man lifts or elevators.
10. Meet at designated **MUSTER** point/site, do not leave muster area unless it is compromised (as per site/event diagram).
11. Do a head count, an **accountability** of all who are on site.
12. Site Supervisor **MUST** await the arrival of Stony Plain Fire Department at the main access point.

Flammable and Combustible Storage

1. Storage area separated from combustible materials by minimum three meters (3m).
2. Storage area locked and vented as required.
3. Storage area protected from vehicular/industrial motorized traffic.
4. Portable pressurized (new or used) cylinders secured when not in use.
5. A current / updated list of dangerous goods is kept on site (if applicable).
6. Storage area(s) is away from egress and access routes in and outside the structure.



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Using a Fire Extinguisher

Simple Acronym to remember how to operate (use) a fire extinguisher – **P.A.S.S.**

Pull
Aim
Squeeze
Sweep

Pull the pin at the top of the extinguisher.

Aim the nozzle at the base of the fire.

Squeeze or press the handle.

Sweep the contents from side to side at the base of the fire until it goes out.

Shut off the extinguisher and then watch carefully for a rekindling of the fire.

When to Fight a Fire

You should fight a fire with a fire extinguisher only when the following are true:

1. Everyone has left or is leaving the building.
2. The fire department has been called/notified.
3. The fire is small and confined to the immediate area where it started.
4. You can fight the fire with your back to a safe escape route.
5. Your extinguisher is rated for the type of fire you are fighting and is in good working condition.
6. You have had training in use of the fire extinguisher and are confident that you can operate and extinguish the fire.

Caution:

If you have the **slightest doubt** about whether to fight the fire – **DON'T**.

Preferably, get out, close the door(s) behind you to slow the spread of the fire. You have a fire department in your community ready to answer the call to protect you and your property.



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Fire Prevention

- 1) Address is posted and clearly legible at the street side of the work site.
- 2) Keep all entrances, exits and roadway(s) clear of obstructions such as vehicles, equipment and general clutter always.
- 3) Keep areas free of unnecessary combustible materials.
- 4) Correct poor housekeeping practices.
- 5) Use appropriate shielding of flammable surfaces when performing hot work (tar work, welding, cooking, etc...).
- 6) Use proper degreasing agents. Never use gasoline or other “flammable liquids” for degreasing or cleaning equipment.
- 7) Fuel storage and hazardous materials are stored appropriately and are not obstructing access or exits from event site.
- 8) Fire Hydrants are to always be unobstructed.
- 9) Ensure the Stony Plain Fire Department has clear access to site.
- 10) All supervisory staff should know the location and use of the fire fighting equipment in their area.
- 11) Fire extinguishers must display a current annual inspection tag and be ready for use.
- 12) An appropriate number of extinguishers are available throughout construction site.
- 13) Never return an empty extinguisher to its station. Clearly mark it out of service and exchange it for a charged and ready extinguisher.
- 14) All staff must receive training before using fire extinguisher equipment.



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October 1, 2012 Guideline – Protecting adjacent properties during construction Single Attached and Detached Homes.

The options listed for consideration are based on the assumption that the site supervisor has implemented fire prevention initiatives to reduce the risk of fire and has acceptable fire safety plan. A Fire Safety Codes Officer may visit the construction site to evaluate the method of protection of adjacent properties.

An acceptable method of protection can be achieved by using one of the following methods:

1) Install sheathing with a factory applied fire resistant coating on the exterior surface of all side yard walls and gables located less than 20 meters from adjacent properties, or that have potential of hosting a structure. The sheathing criteria is as follows:

a) The sheathing must be listed, or the manufacturer must have the authority to mark indicating that the material complies with CAN/ULC S102 having a flame spread rating of <25.

(Confirmation of listing or authority to mark is required by October 1, 2012)

(Listed or authority to mark means the mark of a third-party certified and accredited by the Standards Council of Canada)

b) The wall assembly with the sheathing must also have a fire resistance rating, minimum of 15 minutes tested to a CAN/ULC S101 standard.

The Pilot Scale test (6ft 0inch x 4ft 0 inch sample) is acceptable for meeting this requirement. The Pilot Scale test shall also have an ongoing follow up program to ensure continued consistency with the test sample. The AHJ recognizes the Pilot Scale test will not qualify for the authorization to mark or listing as required with CAN/ULC S102 test.

2) Install fire resistant panels/sheathing that meet the CAN/ULC standards as above on all vertical surfaces adjacent to a side yard property line.

3) For **redevelopment** or **infill projects** where a building is removed and replaced by a new structure, the fire-resistant treatment may face inside the building or be inherently fire resistant as indicated in item 2.

Note: All products or methods used to achieve the adjacent property protection must not contradict requirements of the National Building Code 2023 – Alberta Edition or National Fire Code 2023 – Alberta Edition.

This information is being provided for the construction industry, in Stony Plain, to reduce the risk of fire exposure to buildings adjacent to new construction. It is the sole responsibility of the owner or representatives of the owner to be aware of all regulations within Stony Plain and to carry out or make provisions to adhere to the codes and standards applicable to their projects or businesses.