

Orange County Fire Authority

Community Risk Reduction

1 Fire Authority Road, Building A, Irvine, CA. 92602 www.ocfa.org 714-573-6180

Residential Alcohol & Drug Rehabilitation Facilities

(Providing On-site Treatment)

&

Residential Care Facilities for the Elderly Housing Ambulatory Clients Only



Guideline F-02

Serving the Cities of Aliso Viejo • Buena Park • Cypress • Dana Point • Garden Grove • Irvine • Laguna Hills • Laguna Niguel • Laguna Woods
Lake Forest • La Palma • Los Alamitos • Mission Viejo • Rancho Santa Margarita • San Clemente • San Juan Capistrano • Seal Beach
Santa Ana • Stanton • Tustin • Villa Park • Westminster • Yorba Linda and Unincorporated Areas of Orange County

Residential Alcohol & Drug Rehabilitation Facilities Providing On-site Treatment

1. PURPOSE

The following guideline is intended to ensure compliance with the appropriate requirements for residentially based alcohol and drug rehabilitation facilities providing treatment to clients on-site. The regulations regarding these facilities are found in the California Code of Regulations (CCR), Title 19, as well as the 2022 California Fire Code (CFC) and 2022 California Building Code (CBC).

2. SCOPE

This guideline is intended to provide the minimum requirements necessary for OCFA to grant “fire clearance” for Department of Health Care Services (DHCS) licensed residential facilities **providing on-site non-medical services** such as detoxification, group/individual counseling or educational sessions, or alcoholism/drug abuse recovery or treatment planning. The treatment facilities covered by this guideline serve no more than six clients housed in a single family residence located within the areas served by OCFA (see Attachment A). Plans for facilities housing seven or more clients must be submitted through the OCFA Planning and Development Services section for approval. Contact OCFA P&D at 714-573-6100 for more information regarding approval of larger care facilities.

The code requirements in this guideline are also applicable to residential care facilities for the elderly housing **only ambulatory** clients.

Sober living homes, transitional housing, and other residential facilities that do not provide on-site treatment are not required to be inspected by OCFA for fire clearance, unless they are licensed by another agency that requires completion of an STD 850 Form. Please contact your evaluator if you have any questions regarding licensing requirements.

This document does not include all regulations that may apply to your facility—it is only intended to provide guidance on issues and questions commonly encountered during fire clearance inspections.

3. SUBMITTAL REQUIREMENTS

Department of Social Services (DSS) Form STD 850, along with a site and floor plan, must be forwarded to OCFA (via email to 850@ocfa.org) from the licensing agency prior to scheduling the fire clearance inspection. Documents must be submitted at least two weeks before the scheduled fire clearance inspection date. Upon completion of the inspection, the 850 form will be completed and returned to the licensing agency by OCFA. Please be aware that a fee will

be charged for the fire clearance if a reinspection is necessary. Please review this guideline thoroughly and complete Attachment C prior to your inspection to facilitate fire clearance sign-off by OCFA.

The fire clearance inspection request cannot be processed and the 850 form cannot be completed by OCFA if the required information is not submitted on time or if the plans are incomplete. Please contact your local OCFA Prevention Field Services office (see Attachment A) with any questions. The plans must include the information listed below:

- 3.1 Building Address:** Street name and number, city, zip code
- 3.2 Occupancy Classification:** Residentially based alcohol and drug treatment facilities serving no more than six clients are classified as an R-3.1 occupancy
- 3.3 Site Plan:** Illustrating the following:
 - 3.3.1** Outline of the home and any other structures on the property (detached garages, sheds, etc.)
 - 3.3.2** Exit pathways from the home to the street—note the width of the pathway at its narrowest point
 - 3.3.3** The location of exit doors, landings, ramps, stairways, steps
 - 3.3.4** Fences and walls over 3 feet tall
 - 3.3.5** Gates—note the clear opening width
- 3.4 Floor Plan:** Illustrating the following:
 - 3.4.1** All rooms in the home—label each room with its function (bedroom, kitchen, bathroom, etc.) and clearly identify which rooms are being used as bedrooms for clients and how many clients are housed in each room
 - 3.4.2** Attached garages—show doors, windows, or other openings between the garage and the rest of the home
 - 3.4.3** Interior and exterior exit doors—note the clear height/width of each exterior door
 - 3.4.4** The location of all smoke alarms and carbon monoxide detectors—note whether they are existing devices or newly added
- 3.5 Sprinkler System:** Note if the home is equipped with a fire sprinkler system. A sprinkler system is required if clients are housed above the second floor. (*CBC 903.2.8*)

The Orange County Fire Authority (OCFA) will return plans not conforming to the requirements listed herein as incomplete. Contact 850@ocfa.org if you have any questions or need any help.

Please be aware that fire clearance from OCFA does not constitute approval from other agencies that may have jurisdiction over this facility. Please contact your local building or planning department regarding their zoning, construction, and permit requirements.

4. GENERAL REQUIREMENTS

Residentially based drug and alcohol treatment facilities shall comply with the requirements listed below.

4.1 SMOKE ALARMS/DETECTORS - Smoke alarms shall be installed in all habitable areas of the home/facility and in accordance with the manufacturer's published guidelines/instructions; do not install them in kitchens, bathrooms, garages, or closets.

All devices shall be hardwired to the home's electrical system and shall have battery back-up power. All devices shall be interconnected to each other physically or wirelessly so that when one activates all devices will also sound an alarm. When activated, smoke alarms shall be clearly audible in all sleeping rooms with all intervening doors closed.

Smoke alarms shall be UL listed and State Fire Marshal approved and shall be installed, tested, and maintained in accordance with the manufacturer's instructions. Smoke alarms that no longer function and/or are older than ten years shall be replaced; replace the device if a manufacturer's date cannot be found. (*CBC 907.2.11.2, 907.2.11.5, 907.2.11.6*)

4.2 CARBON MONOXIDE DETECTORS/ALARMS - Carbon monoxide (CO) detection is required in dwellings with gas or wood-burning fireplaces, or gas or fuel-oil forced air furnaces, or in homes with an attached garage where there is a door, duct, or other opening between the garage and the rest of the home.

Detectors/alarms shall be provided in:

- 4.2.1 The room or space leading to each separate sleeping area in the home (for example, in the hallway serving one or more bedrooms)
- 4.2.2 On every occupiable level, including basements
- 4.2.3 In every bedroom or sleeping area where there is a fireplace or other fuel-burning appliance located within the space or if the fuel-burning appliance is in an attached bathroom

Detectors/alarms shall be hardwired to the home's electrical system and shall have battery back-up. All CO devices shall be interconnected, either physically or wirelessly, so that if one activates they all sound an alarm.

Exception: Battery operated detectors are permitted in homes built prior to January 1, 2011 if any work done on the home does not result in exposure of the structure in the areas where devices are required.

Install CO devices in accordance with the manufacturer's instructions. CO devices shall be UL listed and State Fire Marshal approved. Combination smoke and carbon monoxide detectors are permissible. Electrical work shall be approved by the local building department. *(CBC 915)*

4.3 EXITING - There shall be a minimum of two approved exits from the dwelling that are remotely located from each other. Exterior exit doors shall have a clear width of at least 32" when opened at a 90-degree angle. A sliding door may be used as one of the two required exits as long as it meets the 32-inch unobstructed opening width. *(CBC 435.8.2.1, 1010.1.1)*

All lockable exit doors and gates shall be equipped with hardware that does not require any special effort or knowledge or require the use of a key or other tool, to operate in the direction of exit travel. Deadbolts, security chains, and night latches are permitted on the doors opening to the exterior; deadbolts do not have to unlatch in tandem with the primary doorknob. *(CBC 1010.2, 1010.2.4)*

In addition to the requirements above, the following apply:

- 4.3.1 Exit paths to the public way shall be maintained clear with no furniture, equipment, storage, or other obstructions that could hinder immediate use. *(CFC 1003.6)*
- 4.3.2 Existing stairs shall have a maximum rise of 8 inches with a minimum run of 9 inches. Stairways shall be at least 30 inches wide. *(CBC 435.8.6.2)*
- 4.3.3 Emergency escape and rescue openings shall be maintained free of any obstructions other than those noted below and shall be operational from the inside of the room without the use of keys, tools, or special knowledge.
 - Bars, grilles, covers, screens or similar devices are permitted to be placed over emergency escape and rescue openings provided the minimum net clear opening size is not compromised and such devices shall be releasable or removable from the inside without the use of a key, tool, special knowledge, or force greater than that which is required for normal operation of the emergency escape and rescue opening. The release mechanism shall be maintained operable at all times. Such bars, grills, grates, or any similar devices shall be equipped with an approved exterior release device for use by the fire department. *(CFC 1031.1)*

4.4 OTHER REQUIREMENTS

- 4.4.1. Provide a minimum of (4) four-inch address numbers that contrast with their background. Address numbers are required to be attached to the structure and visible from the street *(CFC 505.1)*.
- 4.4.2. Provide a fire extinguisher with a minimum classification/rating of 2A:10B:C. The extinguisher is required to be securely attached to a wall in a visible and readily accessible location with the top of the extinguisher mounted no more than 5 feet

above finished floor level, with the bottom at least 4" above the floor. The extinguisher is required to be visually inspected annually and serviced every six years by a licensed fire protection company. A current annual service tag is required to be attached to the fire extinguisher or, if the extinguisher was purchased within the last year, proof of purchase date is required. Please review the manufacturer's guidelines for additional requirements and instructions on how to use the extinguisher (*CBC 906.1, 906.9*).

- 4.4.3. Maintain combustible storage clearance around water heaters as per manufacturer's specifications (*CFC 305.1*).
- 4.4.4. All fire and smoke rated construction separating the garage and the dwelling must be maintained in good condition with no open penetrations (*CFC 703.1*).
- 4.4.5. If the garage is attached to the dwelling unit, doors between the dwelling and the garage shall be equipped with a self-closing device and be positive latching. The door shall be either solid wood or a solid honeycomb-core steel door that is a minimum of 1-3/8 inches thick; a 20-minute rated door equipped with a smoke gasket is also acceptable. There shall be no openings from the garage into any of the sleeping areas (*CBC 406.3.2.1*).
- 4.4.6. The garage shall not be used as living quarters unless this conversion has been approved by the local building department (*CBC 105.1*).
- 4.4.7. All modifications to the structure, including electrical or mechanical systems, must be reviewed, inspected, and approved by the local building department prior to scheduling a fire clearance inspection with OCFA (*CBC 105.1*).
- 4.4.8. Post evacuation signs in locations where they will be readily visible to clients and care providers. The signs shall, at a minimum, include a floor plan showing the location of exits, how to identify a fire alarm (i.e., the sound and, if visual alarm notification devices are provided, appearance), and state "In case of emergency, dial 9-1-1." (*CCR Title 19*)

Please note that additional, more stringent requirements apply if non-ambulatory or bedridden clients will be housed at your facility.

Attachment A OCFA Prevention Field Services Contact Information

West/North Orange County (714) 527-9475									
<p>Cities of:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Buena Park</td> <td style="width: 50%;">Cypress</td> </tr> <tr> <td>La Palma</td> <td>Los Alamitos</td> </tr> <tr> <td>Seal Beach</td> <td>Stanton</td> </tr> <tr> <td>Westminster</td> <td>Yorba Linda</td> </tr> </table> <p>...and unincorporated areas of west and north Orange County including the communities of Midway City and Rossmoor</p>		Buena Park	Cypress	La Palma	Los Alamitos	Seal Beach	Stanton	Westminster	Yorba Linda
Buena Park	Cypress								
La Palma	Los Alamitos								
Seal Beach	Stanton								
Westminster	Yorba Linda								

Central Orange County (714) 573-6184				
<p>Cities of:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Irvine</td> <td style="width: 33%;">Tustin</td> <td style="width: 33%;">Villa Park</td> </tr> </table> <p>...and adjacent unincorporated areas of central Orange County including the communities of Santa Ana Heights, El Modena, Orange Park Acres, North Tustin, Lemon and Cowan Heights, and Modjeska and Silverado Canyons.</p>		Irvine	Tustin	Villa Park
Irvine	Tustin	Villa Park		

South Orange County (949) 347-2240											
<p>Cities of:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Aliso Viejo</td> <td style="width: 50%;">Dana Point</td> </tr> <tr> <td>Laguna Hills</td> <td>Laguna Niguel</td> </tr> <tr> <td>Lake Forest</td> <td>Mission Viejo</td> </tr> <tr> <td>San Clemente</td> <td>San Juan Capistrano</td> </tr> <tr> <td colspan="2">Rancho Santa Margarita</td> </tr> </table> <p>...and adjacent unincorporated areas of south Orange County including the communities of Coto de Caza, Emerald Bay, Ladera Ranch, Las Flores, Talega, Rancho Mission Viejo, Ortega Highway, and Trabuco Canyons.</p>		Aliso Viejo	Dana Point	Laguna Hills	Laguna Niguel	Lake Forest	Mission Viejo	San Clemente	San Juan Capistrano	Rancho Santa Margarita	
Aliso Viejo	Dana Point										
Laguna Hills	Laguna Niguel										
Lake Forest	Mission Viejo										
San Clemente	San Juan Capistrano										
Rancho Santa Margarita											

Santa Ana (714) 567-3240	
<p>City of: Santa Ana</p>	

Garden Grove (714) 638-6353	
<p>City of: Garden Grove</p>	

Email plans and other correspondence to 850@ocfa.org

Attachment B Site Plan Example

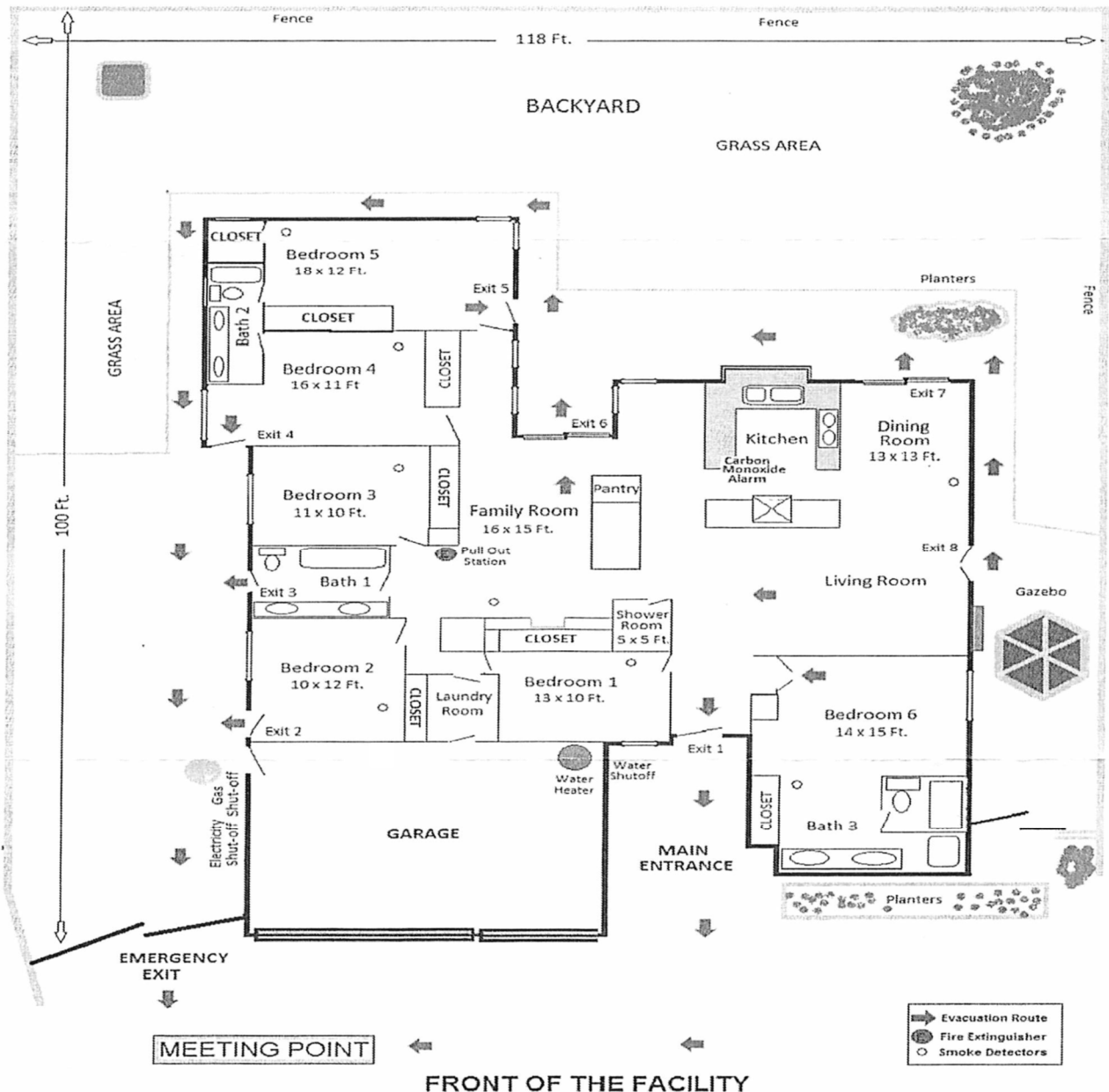
STATE OF CALIFORNIA – HEALTH AND HUMAN SERVICES AGENCY

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

FACILITY SKETCH (Yard)

The yard sketch show all buildings in the yard including the home (with no detail), garage and storage building. Include walks, driveways, play area, fences, gates. Show any potential hazardous area such as pools, garbage storage, animal pens, etc. Try to keep de sizes close to scale.

FACILITY NAME:



Attachment C

Business Owner Pre-inspection Checklist

Use this checklist in conjunction with Guideline F-02 to prepare your facility for a fire-clearance inspection by OCFA. As the design and use of individual homes can vary, this checklist is not all-inclusive and other requirements that are not included herein may apply.

GENERAL

- Building modifications have been approved by the building department.
- Garage is not used for living space unless approved by the building department
- Home has minimum 4" high address numbers clearly visible from the street

DETECTORS/ALARMS

- Smoke alarms are installed in all habitable areas and are functional
- Carbon monoxide (CO) devices are installed and functional
- Devices are hardwired to the home's electrical system
- Smoke alarm devices are interconnected
- CO devices are interconnected

EXITING

- Two exit paths from the home to the street are provided
- All exit doors have minimum 32" clear opening width
- Keys are not required to open the exit doors/gates in the direction of exit travel
- Exit paths are clear of obstructions
- Basements and sleeping rooms have emergency escape/rescue openings
- Emergency escape/rescue openings lead to the public way and are accessible to firefighters
- Bars/grills over emergency escape/rescue openings are openable from the inside

FIRE EXTINGUISHERS

- 2-A:10-B:C fire extinguisher has been provided
- Extinguisher is new or has been serviced in the last year
- Extinguisher is mounted to the wall in a visible and accessible location

FIRE SAFETY

- No combustibles are stored near water heaters or other sources of ignition
- Door between the dwelling and garage is in good condition
- Door between the dwelling and garage is self-closing and latching
- Door between the dwelling and garage is of proper type
- There are no dog-doors, windows, or other openings between the garage and dwelling