

**FORM OF APPLICATION FOR A FIRE SAFETY CERTIFICATE**

**BUILDING CONTROL ACT, 1990  
APPLICATION FOR A FIRE SAFETY CERTIFICATE**

<p>To _____ (insert name of building control authority)</p> <p>Application is hereby made under Part III of the Building Control Regulations, 1997, for a fire safety certificate in respect of the works or building to which the accompanying plans, calculations and specifications apply.</p>	<p><b>OFFICIAL USE</b></p> <p>Received On _____</p> <p>Ref. No. _____</p> <p>Entered in register on: _____</p>
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1. **APPLICANT**  
Owner/Leaseholder (delete as appropriate)

Full Name \_\_\_\_\_

Address \_\_\_\_\_

Signature \_\_\_\_\_

Telephone No \_\_\_\_\_ Date \_\_\_\_\_

**Owner of works or building** (if different to above)  
\_\_\_\_\_

2. Name and address of person/s or firm/s to whom notification should be forwarded (Owner/Leaseholder or Designer/Developer/Builder)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. Name and address of person/s or firm/s responsible for preparation of accompanying plans, calculations and specifications

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. Address (or other necessary identification) of the proposed works or building to which the application relates

\_\_\_\_\_

\_\_\_\_\_

5. Nature of proposed works or building

(a) Classification (please tick as appropriate)

- Construction of new building
- Material alteration
- Material change of use
- Extension to a building

(b) Brief description

\_\_\_\_\_

6. Use of proposed works or building

(a) Existing use (where a change is proposed) \_\_\_\_\_

(b) New use \_\_\_\_\_

7. In the case of

(a) Works involving the construction of a building, or a building the material use of which is being changed -

Site area \_\_\_\_\_ (sq. metres)

Number of basement storeys \_\_\_\_\_

Number of storeys above ground level \_\_\_\_\_

Height of top floor above ground level \_\_\_\_\_ (metres)

Floor area of building \_\_\_\_\_ (sq. metres)

Total area of ground floor \_\_\_\_\_ (sq. metres)

(b) Works involving an extension or the material alteration of a building -

Floor area of extension \_\_\_\_\_ (sq. metres)

Floor area of material alteration \_\_\_\_\_ (sq. metres)

8. Amount of Fee (accompanying this application) € \_\_\_\_\_

ATHLONE TOWN COUNCIL

APPENDIX TO APPLICATION FOR FIRE SAFETY CERTIFICATE

Official Use – File Ref. No .....

This form may be completed by applicants for a Fire Safety Certificate for small to medium buildings of conventional design for construction in traditional materials.

Regulation B1 – Means of escape in case of fire

“A building shall be so designed and constructed that there are adequate means of escape in case of fire from a building to a place of safety outside the building, capable of being safely and effectively used.”

I/We propose to satisfy this regulation by constructing in accordance with the following code of practice for means of escape:-

.....
\*
(quote code reference)

I/We will/will not be providing emergency lighting and/or emergency exit lighting in accordance with:-

.....
(state proposed standard)

I/We will/will not be providing a fire detection and alarm system in accordance with:-

.....
(quote national standard)

The type of system I/We propose installing is a:-

.....
(quote type)

The electrical installation will be installed in accordance with the National Rules for Electrical Installations of the Electro Technical Council of Ireland.

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\* Note: If it is proposed not to comply with any recognised Irish, British or European Code of Practice for Means of Escape, then an applicant may comply with the requirements of Section 1 of Technical Guidance Document B, but must provide details of their options and calculations with their designs.

N.B. Delete portions or clauses not applicable to this application.

**Regulation B2 – Internal Fire Spread (Linings):**

*“For the purpose of inhibiting the spread of fire within a building, the internal linings:-*

- (a) shall offer adequate resistance to the spread of flame over their surfaces, and*
- (b) shall have, if ignited, a rate of heat release which is reasonable in the circumstances.”*

I/We propose to satisfy this requirement by ensuring that the surface of linings of walls and ceilings meet the following classifications:-

- (a) Class 3 in bathrooms and toilets
- (b) Class 1 in other rooms (except for those listed at (e) below)
- (c) Class 1 in circulation spaces within the dwellings
- (d) Class O in other circulation spaces (including the common areas of flats and maisonettes) and
- (e) Class O in rooms exceeding 30m<sup>2</sup> in institutional and assembly buildings with the following exceptions:-

- (i) .....
- .....
- (ii) .....
- .....
- (iii) .....
- .....

in which cases the following materials reaching the following standards will apply:-

- (i) .....
- .....
- (ii) .....
- .....
- (iii) .....
- .....

\*\*\*\*\*

**N.B. Delete portions or clauses not applicable to this application**

**Regulation B3 – Internal Fire Spread (Structure)**

*“A building shall be so designed and constructed that, in the event of fire, its stability will be maintained for a reasonable period.*

- (a) A wall common to two or more buildings shall be so designed and constructed that it offers adequate resistance to the spread of fire between those buildings.
- (b) A building shall be sub-divided with fire resisting construction where this is necessary to inhibit the spread of fire within the building.
- (c) A building shall be so designed and constructed that the unseen spread of fire and smoke within concealed spaces in its structure or fabric is inhibited where necessary.
- (d) For the purpose of sub-paragraph 2 (a), a house in a terrace and a semi detached house are each to be treated as being a separate building.”

I/We intend complying with the requirement of this Regulation by constructing the structural frames, beams, columns, load bearing walls (internal and external), floor structure and gallery structures with a fire resistance equal to or greater than that laid down in Appendix A, Table A1 of Technical Guidance Document B.

I/We propose to compartment the building along the lines vertically and horizontally outlined on the attached drawings creating the compartments as numbered on the drawings. The compartments as numbered are categorised by purpose group as follows and are estimated to require the listed fire resistance.

<b>COMPARTMENT NO</b>	<b>PURPOSE GROUP</b>	<b>REQUIRED FIRE RESISTANCE</b>
1.	.....	.....
2.	.....	.....
3.	.....	.....
4.	.....	.....
5.	.....	.....
6.	.....	.....

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*Note: In all instances the fire resistance of a compartment wall or floor will be greater of the fire resistance of the cells separated by the compartment wall or floor.*

**N.B. Delete portions or clauses not applicable to this application.**

**Regulation B3 – Internal Fire Spread (Structure) Contd.**

I/We propose to provide cavity barriers in accordance with Table 3.2 of Section 3 of Technical Guidance Document B providing at least 30 minutes fire resistance.

I/We propose to protect openings in fire barriers by, in the case of doors, providing fire doors in accordance with Table B1 Appendix B of Technical Guidance Document B.

Note: Doors designated fire doors in the design should be marked on the drawings as FD followed by the minimum fire resistance in terms of integrity in minutes and followed by the letter S where they meet the standard for smoke seals.

In the case of openings for pipes through compartment walls, compartment floors or cavity barriers, I/We propose satisfying the requirement of paragraph 3.4.2. by using alternative.

.....  
(State whether A, B or C)

I/We propose to comply with subsection 3.4 in respect of ventilating ducts, flues and fire-stopping as set out in Technical Guidance Document B.

*Note: Paragraph 3.5 of Technical Guidance Document B deals with additional considerations which apply to design and construction of car parks and shopping complexes. Where such developments are involved it will be necessary to detail the methods of compliance for this paragraph.*

\* \* \* \* \*

**N.B. Delete portions or clauses not applicable to this application.**

## **Regulation B4 – External Fire Spread**

*“The external walls and roof of a building shall be so designed and constructed that they afford adequate resistance to the spread of fire to and from neighbouring buildings.”*

I/We propose to comply with Regulation by:-

1. Complying with Table 4.1 of Technical Guidance Document B (state surface spread of flame rating of the external walls and distance from relevant boundary).
2. Providing fire resistance in accordance with Appendix A Table A1 for external walls save where it is not required under Section 4.2
3. Limiting the extent of unprotected areas to that set out in subsection 4.2. (Indicate distance from relevant boundary and calculation method chosen in each instance). Detail calculation should be provided on a separate sheet.
4. Providing roof coverings in accordance with Table 4.4. (Indicate on drawings the performance classification of roof coverings).

\* \* \* \* \*

**N.B. Delete portions or clauses not applicable to this application.**

**Regulation B5 – Access and Facilities for the Fire Service**

*“A building shall be so designed and constructed that there is adequate provision for access for appliances and for such other facilities as may be reasonably required to assist the Fire Service in the protection of life and property”.*

I/We propose comply with the Regulations by:

- 1. Providing water fire fighting by means of a water main of size

..... with an average flow .....  
(state size) (state average flow rate)

litres per minute complete with ..... no. fire hydrants with screw  
(state number)

down type outlets all to BS 750

or

by providing ..... litres of static storage of water with all necessary  
(state number)

access for the Fire Brigade

or

.....  
(indicate alternative proposal)

- 2. Providing access in accordance with Table 5.1 of Technical Guidance Document B.

- 3. Providing the following special arrangements required under subsection 5.4 of Technical Guidance Document B.

.....  
(outline special risks and proposed precautions)

.....  
.....

**This application has been prepared by: Signed:**

.....  
.....  
.....

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## NOTES FOR GUIDANCE OF APPLICANT

### 1. General

Article 10 of the Building Control Regulations provides that an application for a Fire Safety Certificate shall be accompanied by such plans (including a site or layout plan and drawings of floor plans, elevations and sections), calculations, specifications and other particulars as are necessary to:-

- (a) identify and describe the building or works to which the application relates, and
- (b) show that the said buildings or works will comply with the requirements of Part B of the First Schedule to the Building Regulations.

The extent to which plans, calculations and specifications will be required to establish compliance with Building Regulations will vary in individual cases depending on the type, size and complexity of the building concerned but the information in paragraphs 2 and 3 can be used as a guideline. Where relevant, all the plans and information listed below should be supplied.

### 2. Plans, Drawings and Maps

These should be submitted in duplicate and should, where appropriate, comply with the following:-

- (a) buildings, roads, boundaries and other features in the vicinity of the building or works shall be shown on site or layout plans, to a scale of either one to one thousand (1:1000) or one to two thousand five hundred (1:2500);
- (b) a block plan, to a scale of not less than one to five hundred (1:500) should show-
  - (i) the boundaries of any land belonging to the building,
  - (ii) any roadways within the boundaries together with their widths,
  - (iii) locations of gateways or other restrictions of width of vehicular access at or within the boundaries and indicate the narrowest such width,
  - (iv) locations of bridges, arches, cables or other overhead restrictions to height of vehicular access and indicate the lowest such height,
  - (v) all access points to the building,
  - (vi) location and diameter of any water main or hydrant adjacent to or within the boundaries,
  - (vii) storage compounds and materials being stored,
  - (viii) location and type of isolation devices for building services,
  - (ix) location and diameter of internal rising fire water mains and foam inlet pipes,
  - (x) location and type of control devices for active fire controls systems.
- (c) A plan of each floor and section of each storey, floor and roof of the building together with drawings of each elevations should show-
  - (i) principal dimensions expressed in metric figures,
  - (ii) forms and materials of construction,
  - (iii) period of fire resistance of elements of structure and fire resisting doors,
  - (iv) intended use and floor area of each room or space,
  - (v) maximum number of persons likely to occupy each floor or space,

- (vi) fire escape routes within and from the building, their minimum widths and clear heights,
  - (vii) fire compartmentation,
  - (viii) barriers to passage of fire and smoke in cavities,
  - (ix) principal service ducts,
  - (x) areas of high fire risk,
  - (xi) location and type of manual fire fighting equipment,
  - (xii) fire fighting shafts,
  - (xiii) smoke ventilation provisions,
  - (xiv) internal fire main outlets.
- (d) the north point should be indicated on all plans to which paragraphs (a) and (b) apply.
- (e) plans, sections, elevations or other drawings to which paragraph (c) applies should be drawn to an appropriate scale.

### **3. Calculations and Specifications**

- (a) Calculations should be submitted , where appropriate, in respect of the following:
- (i) fire resistance of elements of structure,
  - (ii) size of fire compartments,
  - (iii) number of occupants,
  - (iv) number and width of escape routes,
  - (v) smoke control provisions,
  - (vi) permitted unprotected area in external walls,
  - (vii) fire fighting water supply.
- (b) Specifications and details of Standards and Technical Documents, by reference to which fire safety features were designed, should be submitted, where appropriate, in respect of the following:-
- (i) fire detection and alarm systems,
  - (ii) emergency lighting systems,
  - (iii) surface lining,
  - (iv) smoke control provisions,
  - (v) fire resisting constructions,
  - (vi) cavity barriers and fire stopping,
  - (vii) electrical installations,
  - (viii) heating systems,
  - (ix) manual fire fighting equipment,
  - (x) automatic fire suppression systems.

## **FEE FOR FIRE SAFETY CERTIFICATE**

Every application for a Fire Safety Certificate must be accompanied by a fee as shown below:-

- (a) in the case of a building proposed to be used for the purposes of agriculture, €52 or € 0.80c for each square metre of gross floor area exceeding 300 square metres, whichever is the greater.
- (b) in any other case, €125 or €2.90 per square metre of gross floor area, whichever is the greater.

The maximum fee payable to a Building Control Authority in respect of an appeal for a Fire Safety Certificate shall be €12,500.

*Note:* **Where an application for a Fire Safety Certificate relates in whole or in part to**  
**a**

**Building which in the opinion of the Building Control Authority, will be constructed by or on behalf of a voluntary organisation, and which in the opinion of the Building Control Authority:-**

- (a) is intended to be used for social, recreational, educational or religious purposes by inhabitants of a locality generally or by people of a particular group or religious denomination and is not to be used mainly for profit or gain, or
- (b) is intended to be used as a hostel, workshop or other accommodation for disabled, poor or homeless person and is not to be used mainly for profit or gain,

**A fee shall not be payable in respect of any such application.**