

**Residential Houses converting to
Assisted Living Facilities (ALF) / Adult Family Care Home
(AFCH)**

Procedures for all facilities

A Change of Occupancy permit will be required per the Florida Fire Prevention Code, 5th Edition, NFPA 1- 1.7.11.5 and the Florida Building Code, Existing Building, 5th Edition (2014). This application is to be submitted at the Building Division.

A copy of a site plan and a floor plan, showing the intended layout of all rooms, are required for submittal. On the floor plan, identify bed locations, exit locations and fire extinguisher locations. The bathroom(s) are required to comply with the Florida Building Code Building, Chapter 4, Section 464.4.5. Application Submittal to include copy of required details to show compliance.

Please include with the floor plan lay-out; the number of residents and their evacuation capabilities (impractical, prompt or slow). Please provide copies of any State paperwork required for licensing.

NFPA 101- 3.3.76.1 **Impractical Evacuation Capability**. The inability of a group to reliably move to a point of safety in a timely manner (more than 13 minutes).
3.3.76.2 **Prompt Evacuation Capability**. The ability of a group to move reliably to a point of safety in a timely manner that is equivalent to the capacity of a household in the general population (3 minutes or less).
3.3.76.3 **Slow Evacuation Capability**. The ability of a group to move reliably to a point of safety in a timely manner, but not as rapidly as members of a household in the general population (over 3 minutes but not in excess of 13 minutes).

Per the Florida Building Code, Section 903.2.8, **Fire Sprinklers are required in all ALFs and AFCHs**, regardless of the number of residents.

A Fire Sprinkler permit shall be applied for by a State of Florida licensed Fire Sprinkler contractor.

A Fire Alarm permit may be applied for by a State of Florida licensed Fire Alarm contractor.

CONVERSION FROM RESIDENTIAL TO AN ASSISTED LIVING FACILITY

RE: MECHANICAL VENTILATION REQUIREMENT

Whenever changing a single-family residence to a commercial business, there exists a need for Ventilation or "outside air" (OA). The FLORIDA MECHANICAL CODE 403.3 - requires All commercial Occupancies have designated method of introducing fresh air outside the building for the safety and comfort of its occupants. There are a number of ways to accomplish this.

It is suggested to contact a mechanical engineer to obtain an **occupancy specific ventilation schedule** per FMC 403.3 or ASHRAE 62 alternative.

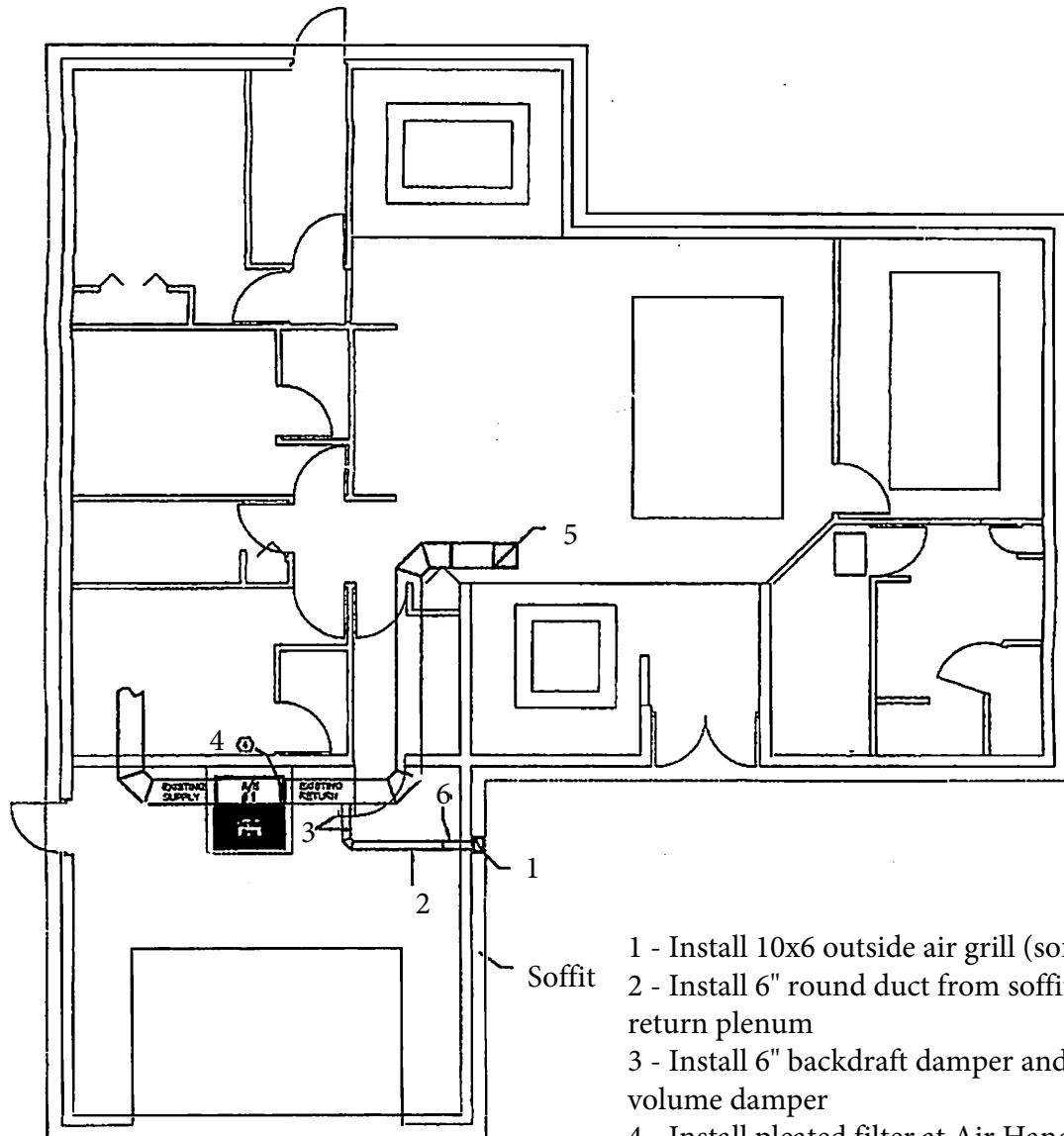
***Please provide any and all calculations.

In addition, the submittal should also provide specific details of the method being used including, but not limited to:

- Equipment (air handler) location on floor plan, specifically the return plenum
- Exterior location of where the OA duct will be. (soffit, roof, etc.)
- Duct size, determined by the cfm of the sizing results. (50cfv =5" 100cfm=6" 150cfm=7" . . .etc)
- Duct material (galvanized pipe or flex)
- The air entering must be filtered. (noted on page)
- A labeled an identified damper must be installed (noted on page)

See example diagram on the following page.

The following diagram is an example only. Provide a site-specific drawing



- 1 - Install 10x6 outside air grill (soffit)
- 2 - Install 6" round duct from soffit to return plenum
- 3 - Install 6" backdraft damper and volume damper
- 4 - Install pleated filter at Air Handler
- 5 - Remove filter at main return grill
- 6 - Install 6" round to 3x6 rectangular transition (if needed)