



CARSON CITY FIRE DEPARTMENT

“Service with Pride, Commitment, and Compassion”

Carson City FD Guideline

GUIDELINE FOR CONSTRUCTION PERMITTING FOR MARIJUANA ESTABLISHMENTS/BUSINESSES LOCATED IN COMMERCIAL BUILDINGS

Effective Date: January 1, 2019

The intent of this guideline is to aid in the construction permitting process including *Change of Use/Occupancy* for marijuana establishments or businesses (i.e., infused product manufacturing, cultivation, sales, or testing labs) within commercial buildings or tenant spaces regarding what should be submitted for Fire Prevention Division review. Because every building differs, this guideline is not intended to identify each code requirement applicable, therefore the applicant must follow all appropriate Codes as adopted by the City of Carson City for the process or construction under review. Other Fire Department annual operational permits may be required.

The following items are related to construction permitting including changes of use and/or occupancy of a commercial building for use as marijuana establishment or business after a City of Carson City Special Use Permit has been obtained.

The Fire Prevention Division reviews construction permit submittals concurrently with Carson City Building Division for compliance with the currently adopted International Fire Code and other nationally recognized Codes and References. Submittals for construction permits and changes of use/occupancy are submitted to the Carson City Building Division. The following information, specific to marijuana production or plant cultivation facilities, testing labs, and marijuana infused product manufacturing / kitchens should be submitted in addition to Building Department requirements when applying for an applicable construction permit:

- 1) Identify any proposed blocked windows or doors and how blocking will be accomplished. For cultivation operations, any new wall partitions or ceilings need to be permitted for construction. Any use of plastic or Mylar to enclose rooms or cover the walls or ceilings must be installed in accordance with Building & Fire Code requirements. If plastic material is proposed, include manufacturer cut sheets showing the flame spread ratings and details of how the product will be installed in compliance with applicable Codes. If plastic is not proposed, indicate in a letter or on construction drawings that plastic materials will not be used to line walls/ceiling or create room enclosures. (Note that hanging plastic from ceilings or suspended overhead structures to create wall dividers is not in compliance with code provisions for a wall partition or interior finish).
- 2) There are several common triggers when a fire sprinkler system is required for plant cultivation operations. These include an F-1 occupancy fire area $\geq 5,000$ sq. ft. in a new building or change of use. A Building Code analysis should be submitted with any construction permit or change of use/occupancy which is typically conducted by a licensed Architect or Engineer. This analysis identifies if the building will require a fire sprinkler system.
- 3) An installation/operational permit is required for CO₂ Enrichment Systems. Please see *Carson City Fire Department CO₂ Gas Enrichment Policy* for details of permit requirements.
- 4) Carson City Fire Code prohibits the use of extension cords or power strips as permanent wiring to equipment, lighting, fans, etc. The electrical loads and wiring for grow lighting, fans, etc. will need to be reviewed and permitted for use. An electrical submittal will need to be included to justify that electrical loads are sized adequately. Also note for field installation of lighting, all electrical wiring (including wiring from ballasts to grow lamps) is required to be supported in accordance with the National Electrical Code.
- 5) The type of proposed locking hardware on all exit doors must be submitted for review.
- 6) If plant oil extractions will be performed, operations must comply with Chapter 39 of the International Fire Code as amended. Provide complete details of the proposed extraction process, equipment, mechanical exhaust system, and room construction in a permit submittal. All exhaust system installations and room construction requires Building Department mechanical & construction permit. Unless *listed* extraction equipment is used (i.e. UL or equivalent), Carson City Fire Prevention will require an engineering report from a licensed Nevada engineer experienced in reviewing these types of equipment, and justifying that the particular equipment being used is adequately constructed to process a hazardous material.

- a) The use of butane or other similar flammable gases in open systems (i.e. where the agent is directly released to the atmosphere) is prohibited. Closed systems are approved by permit only after review to confirm that the system is in compliance with Carson City Fire Code requirements. Closed systems must include a low level (typically floor level) mechanical exhaust system (minimum 1 CFM sq. ft. of floor area) or a hazardous exhaust hood designed to capture any possible vapor release. A local hydrocarbon detector shall be used at all times the extraction equipment is in operation. Exhaust systems shall be rated intrinsically safe. Relief valves must be piped to the outside of the building. Where closed systems use refrigeration recovery machines, the unit must be rated for use with hydrocarbon refrigerants. Where butane is stored/used on site, an annual operational hazardous material permit is required.
 - b) CO2 supercritical extractions relief venting must be piped to the outside of the building. Local CO2 level monitoring/alarm must be provided in the area of operation; also in any CO2 storage rooms. Provide details of the equipment and the amount of CO2 used/stored on site.
 - c) Alcohol or other flammable/combustible liquid extractions where the liquid is boiled, distilled, or evaporated shall be in compliance with Carson City Fire Code and the most current edition of NFPA 30. The solvent used in the process (typically alcohol) must be identified by the applicant. The operation must be conducted under a hazardous exhaust hood that is rated for exhausting flammable vapors; electrical equipment used (including hot plates) shall be rated for use in flammable vapor atmospheres. Heating flammable liquids over an open flame is prohibited. Details of the proposed equipment must be submitted for approval. Note that a heating element that is not rated for flammable atmospheres may be approved where documentation from the manufacturer or an approved testing laboratory shows that it is rated for heating flammable liquids.
- 7) For existing permitted occupancies, any modification to extraction processes, the building layout (i.e. walls, ceilings, or other similar construction), electrical system, etc. shall only be conducted under review and permit. Coordinate with Carson City Building Division requirements for construction.
 - 8) Prior to submitting any building permit for a marijuana establishment, a presubmittal meeting with the Carson City Building Division and Carson City Fire Department is required.