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DEVELOPMENT SERVICES  
DEPARTMENT  
OFFICE OF THE CHIEF BUILDING OFFICIAL

**CITY OF SACRAMENTO**  
CALIFORNIA

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## MEMORANDUM

**TO:** Bill Thomas, Director  
Willie Harris, Operations Manager

**FROM:** Bob Chase, AIA  
Chief Building Official

**DATE:** September 8, 2008

**SUBJECT:** **Outline for proposed FLSS program**  
**Fire and Life Safety Summary program**

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**Overview:** To review and implement best practices, based on an operating program from Portland, Oregon, using a fire life safety summary requirement on shell buildings. A set of sample plans were reviewed and discussed at the management level and at staff level. New ideas and input on how to implement this concept were documented. The following draft recommendations were proposed;

1. Apply the FLSS to all shell buildings
2. Provide a floor code summary on every floor level on the plans
3. Require the Architect/Designer to submit a single summary sheet in a PDF format upon issuance of the permit for the City records. This summary sheet will be uploaded in to the project case in Accella.





4. The single summary sheet would include the following;
  - a. Egress width requirements and calculations
  - b. Distance to exits and common path of travel
  - c. Occupant load calculations
  - d. Area analysis
  - e. Identify if building is non-separated or separated
  - f. Type of construction
  - g. Any related AMR's or appeals
  - h. Applicable codes
  - i. Occupancies
  - j. Stairway construction ratings
  - k. Sprinkler requirements
  - l. Fire Resistive Construction requirements
5. Investigate the possibility of creating an electronic version of the FLSS in Accella—relational database version.
6. Conduct outreach with FPP customers, BOMA, architects, other stakeholders
7. Develop phased implementation starting with larger projects / high rise

cc: Ed Short, Supervising Engineer  
Carl Hefner, Deputy Chief Building Official  
Sean Burke, FPP Manager

