



Fire Prevention Bureau Policy

Policy Number: P-14-5701	Title: Marijuana Occupancies (Kitchens, Dispensaries and Plant Husbandry)	IFC Reference: 2012 IFC Chapters: 3,5,10,50,57
Date Revised: 02/06/2014, 01/01/15	Original Issue: 02/06/14	Fire Marshal: <i>RDC</i>
	Information Bulletin: N/A	Total Pages: 4

Scope:

This policy shall apply to all marijuana occupancies including but not limited to marijuana processing kitchens, plant husbandry occupancies, and dispensaries located within Poudre Fire Authority (PFA)'s jurisdiction. These occupancies involve unique operations which create significant life safety and fire hazards. As such, all occupancies engaging in these activities shall be required to submit plans for review and approval of such operations.

The following are the most common operational processes that must be documented in your plans:

- Plant Husbandry / Processing license
- Annual LPG or other flammable gas/liquids Use & Storage amounts
- Annual CO2 Enrichment System process and storage amounts - including natural gas generators and for any system containing more than 100 lbs of CO2
- Annual Compressed Gas Use & Storage - required for 6,000 cu/ft or more of an inert. (1 pound of CO2 = 8.74 cu/ft)
- Annual Fumigation / Thermal Insecticide Fogging
- All documentation required within this policy based on the processes used

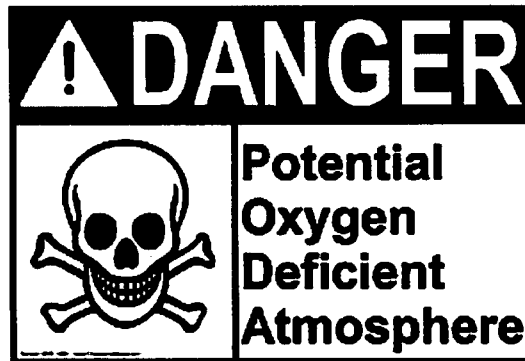
Permits:

New and/or existing dispensaries and plant husbandry occupancies (including kitchens) may require construction permits or a change of occupancy. Please see the appropriate building department for guidelines for dispensaries and plant husbandry in commercial buildings. Including but not limited to tenant finishes, chemical hood installation and mechanical ventilation system installation.

Specific Requirements:

1. Carbon dioxide (CO2) systems
 - If used in plant husbandry occupancies, equipment (meters or gauges) shall be provided to indicate CO2 levels in each grow area/room and CO2 storage locations.
 - These meters shall be calibrated and inter-connected to gas supply solenoids located at the storage container to limit CO2 levels to a maximum of 5000 ppm.
 - All systems must have valves that positively close in the event of a loss of electrical power to the building or in event of alarm activation. Manual reset shall

- be installed to reset the system.
- Inspection and testing of equipment. All sensors, alarms and storage containers must be inspected and tested annually or as prescribed by the manufacturer. A written record of all required inspection and testing shall be maintained on the premises for a period of three years. Testing of emergency devices or systems required by this policy shall be conducted by persons trained and qualified in these systems.
- Gases shall be distributed within the facility by means of any approved piping system. These pipes must be labeled with name of gasses and direction of flow. All shut offs must be marked as such.
- Signage shall be provided on the entrance door of each grow room/area and all storage rooms utilizing CO2 stating:



- NFPA 704 Simple Asphyxiate placards shall also be provided at the exterior main entrance and at room where CO2 is used.
 - The use of flammable gas/liquids in the extraction of THC or in the MIP facility requires the installation of a NFPA 704 placarding specific to the highest hazard gas being used as a solvent; posted on the main entrance and entrance to extraction room.
2. **Product Extraction Processes:**
 All processing of marijuana plants into refined or concentrated products, utilizing compressed, flammable gases:
- Equipment used in the processing of plant material using butane or other flammable gasses or hazardous materials must be submitted for review and approval of the process prior to use of the equipment. This includes changes of existing processes or new equipment.
 - The MIP facility in its entirety must be peer reviewed by a state certified engineer or a fire protection engineer. Any letter or documentation of approval must be submitted to PFA for your official records and a copy must be maintained on the premises at all times.
 - All equipment used in the extraction of THC must be UL listed or must be peer reviewed by a state certified engineer or a fire protection engineer.
 - The final process of cooking or heating off any remaining flammable gasses or hazardous materials must be completed within a UL listed Chemical hood that has been installed and approved by the appropriate Building Department. Or inside a

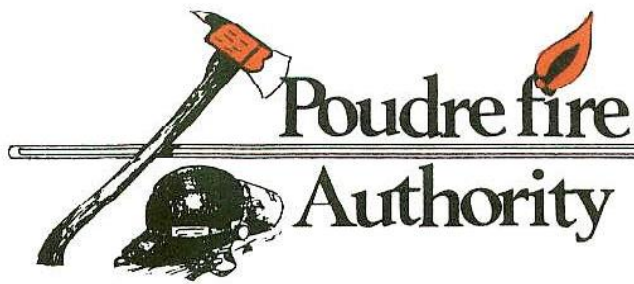
- closed oven that is vented to the exterior of the building
 - Any other process used to remove the final amounts of flammable gasses and or hazardous material must be approved by the PFA prior to its use.
 - Storage of butane or other flammable gasses shall be in accordance with the 2012 International Fire Code (IFC).
 - A flammable gas detector specific to the gas being used as the solvent shall be in used during the extraction process and anytime there is gas in the facility.
 - Extraction equipment shall be used strictly in accordance with the manufacturer's instructions.
 - Operational checklists (including pre and post-production) shall be posted and readily visible near extraction equipment. Mandated pre-operation leak checking with an associated log that must be made available to inspectors upon request.
 - Other extraction processes using hazardous materials shall be submitted for review and approval by the PFA Community Safety and Service Division. All extraction machines and the area where the process is taking place must be peer reviewed and all documentation must be kept on file.
3. **Exiting and Security**
- Required minimum exit access shall be provided and in accordance with the 2012 IFC.
 - Enhanced building security measures shall by no means impede egress for the facilities' occupants or firefighters in the event of an emergency.
 - Fire Department Key Access (Knox Box) shall be provided near the main entrance to the facility.
 - Locking hardware on doors (interior or exterior) shall be in accordance with the 2012 International Building Code (IBC).
4. **Fire Extinguishers**
- Portable fire extinguishers shall be provided within the facility in accordance with the 2012 IFC.
 - Travel distance to extinguishers shall not exceed seventy-five (75) feet of travel.
 - Minimum extinguisher size permitted is 2A10BC. (IFC 906 & 906.1)
5. **Interior Finishes**
- Rooms shall not be covered, draped or otherwise have installed, any material not rated for flame spread and smoke development based on occupancy. The use of any plastic or fabric must meet the requirements of NFPA 701, and documentation of certification must be submitted to PFA for your official records and a copy must be maintained on the premises at all times.
6. **Electrical**
- Extension cords, power strips, or multi-outlet assemblies etc. are prohibited from being used as permanent wiring.

Site Inspection:

Upon licensing with City, County and or the State of Colorado you will be required to sign a PFA document agreeing to adhere to the 2012 IFC. This document will be kept on file. Approximately 45 days after the business is operational a general fire inspection will be completed by PFA to ensure compliancy with the Fire Code.

Notice:

Any / all occupancies discovered operating marijuana occupancies (Kitchens, Dispensaries, & Plant Husbandry) not in compliance with the requirements of this policy may result in the issuance of a "Stop Work Order" and or a summons being issued to offending parties.



102 Remington Street
Fort Collins, CO 80524

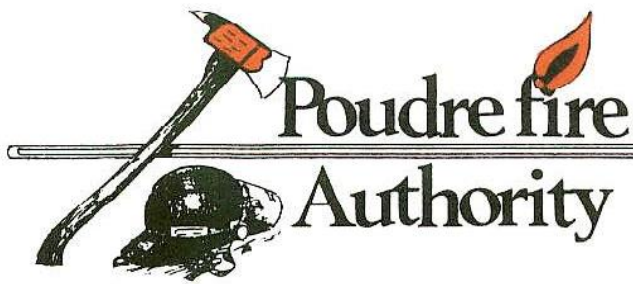
Phone: 970-221-6570
Fax: 970-221-6635
Internet: www.poudre-fire.org

Extraction Operations Using Flammable and Combustible Liquids/Gases or Compressed Gases

Legal, solvent based extraction of cannabis using Flammable and Combustible Liquids/Gases or Compressed Gases has become more prevalent in Colorado and we have seen an increase in commercial operations in the portions of Larimer County that Poudre Fire Authority (PFA) serves. It should be noted that Flammable and Combustible Liquids/Gases and Compressed Gases are regulated materials in the International Fire Code (IFC). Therefore storage, use and handling of these products is regulated by PFA under the requirements of the IFC, local amendments and policies in portions of unincorporated Larimer County, the City of Fort Collins and other areas that fall under our jurisdiction.

The following is a short summary of items that must be addressed in commercial, solvent based extraction. This is not an all-inclusive list and professional guidance should be sought in addressing all appropriate regulations:

- Equipment used in the processing of plant material using flammable and combustible liquids/gases or compressed gases must be UL listed or must be peer reviewed by a Professional Engineer, licensed in the State of Colorado or a licensed Fire Protection Engineer. It must also be a closed loop system that will not allow vapors to escape to the atmosphere in the facility. The listing or peer review must be submitted to PFA for review and approval prior to permitted operations. This includes changes of existing processes or new equipment.
- The facility and operational procedures must be peer reviewed by a Professional Engineer, licensed in the State of Colorado or a licensed Fire Protection Engineer. The report generated by the appropriate, licensed professional must be submitted to PFA for review and approval, prior to permitted operations. These documents must be maintained on premise at all times.
- The final process of cooking or heating off any remaining flammable gases or hazardous materials must be completed within a UL listed Chemical hood that has been installed and approved by the appropriate Building Department, or inside a closed oven that is vented to the exterior of the building.
- Any other process used to remove the final amounts of flammable gases or hazardous material must be peer reviewed as noted above and approved by PFA prior to its use.
- Storage of butane or other flammable gases shall be in accordance with the International Fire Code.
- A flammable gas detector specific to the gas being used as the solvent shall be in used during the extraction process and anytime there is gas in the facility.



102 Remington Street
Fort Collins, CO 80524

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Fax: 970-221-6635
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- Extraction equipment shall be used strictly in accordance with the manufacturer's instructions.
- Operational checklists (including pre & post- production) shall be posted and readily visible near extraction equipment. A pre-operation leak checking with an associated log is mandatory and this log must be made available to inspectors upon request.
- All extraction processes shall be submitted for review and approval by the Poudre Fire Authority Community Safety and Service Division. All extraction machines and the area where the process is taking place must be peer reviewed and all documentation must be kept on file.
- Exiting & Security shall be in accordance with the IFC and International Building Code (IBC) and enhanced building security measures shall not impede free egress from individual rooms or the facility. In addition, a Fire Dept. Knox Box shall be provided near the main entrance of the facility.
- Fire extinguishers shall be provided in accordance with the IFC.
- Interior Finishes shall be in accordance with the (IFC) and (IBC). Rooms shall not be covered, draped or otherwise have installed, any material not rated for flame spread and smoke development, based on occupancy. The use of any plastic or fabric must meet the requirements of NFPA 701 and be installed in compliance with the IFC and IBC. Documentation of NFPA 701 certification must be submitted to Poudre Fire Authority for official records. A copy must also be maintained on the premises at all times.
- Extension cords, power strips, multi-outlet assemblies, etc. are prohibited from being used as permanent wiring and all electrical components must be compliant with the IFC, IBC and the National Electric Code (NEC).
- Please be aware that if you complete a new construction or tenant finish build, PFA does a concurrent review of the construction documents along with the Building Department.
- Refer to PFA Policy P01-5701 and the other, referenced regulatory documents.