

CITY OF MILPITAS

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ARCHITECTURAL PLAN REVIEW CHECKLIST

DAY CARE (Group E or I-4)

The intent of this checklist is to provide a general guideline for the architectural plan review. This checklist may not include items related to all possible projects. This checklist may include more items than specific set of architectural plans may encompass.

Referenced Codes:

- 2016 California Building Code (CBC)

* Code section referenced is CBC unless noted otherwise.

This checklist provides requirements specific to Day Care. Refer to “General Commercial Plan Review Checklist” for additional applicable requirements.

	Code Requirements	Code section	Req'd
B. BUILDING ANALYSIS			
Chapter 3 - Use and Occupancy Classification			
1.	Building or structure used for educational purposes for more than six children through the 12 th grade at any one time shall be classified as Group E occupancy.	305.1	
2.	Religious educational rooms and religious auditoriums accessory to places of religious worship with occupant load of less than 100 shall be classified as Group A-3.	305.1	
3.	Training and skill development not within a school or academic program, including tutoring centers, martial arts studios, gymnastics and similar uses regardless of the ages served, where not classified as a Group A occupancy, shall be classified as Group B occupancy. Refer to General Commercial Plan Review Checklist for requirements.	304.1	
4.	A residence used as a home school for the children who normally reside at the residence shall be classified as Group R-2 or Group R-3 occupancy. (Refer to Single Family Residential Plan Check List).	305.1	
5.	A day care facility not otherwise classified as an R-3 occupancy, where occupants are not capable of responding to an emergency situation without physical assistance from the staff shall be classified as Group I-4.	305.2	
6.	Day care facility shall be classified as Group I-4 occupancy when the facility provides day care for more than 6 children aged under 2 on less than 24 hour basis.	305.2 308.6	
7.	Day care facility shall be classified as Group E occupancy when the facility provides day care for more than 6 children aged 2 and over. Day care facility providing care for more than 6 but no more than 100 children aged under 2 on less than 24 hour basis when the rooms are located on the exit discharge level and each room has an exit door directly to the exterior may be classified as Group E occupancy.	305.2 308.6.1	
8.	A day care facility licensed to provide day care for periods less than 24 hours per day for 8 or fewer children shall be classified as Small Family Day-Care Home, Group R-3 occupancy. (Refer to Single Family Residential Plan Check List)	202 310.5	
9.	A day care facility licensed to provide day care for periods less than 24 hours per day for 9 to 14 children shall be classified as Large Family Day-Care Home, Group R-3 occupancy. (Refer to Single Family Residential Plan Check List)	310.5 310.7 455	
Chapter 4 - Special Detailed Requirements Based on Use and Occupancy			
10.	Rooms classified as Group I-4 or Group E for day care shall not be located above or below the first story unless one of the exceptions in sec.436.1 for Group I-4 or sec. 452.1.4 for Group E are met.	436.1 & 452.1.4	

ARCHITECTURAL PLAN REVIEW CHECKLIST DAY CARE (Cont'd)

Code Requirements		Code section	Req'd
11.	All buildings housing Group E occupancies shall front directly on a public street or an exit discharge not less than 20 ft in width. At least one required exits shall be located on the public street or on the exit discharge.	452.1.1	
12.	Every room in Group E occupancies with an occupant load of 300 or more shall have one of its exits or exit-access doorways lead directly into a separate means of egress system with min. of two paths of exit travel, which are separated by a smoke barrier to provide an atmospheric separation that precludes contamination of both paths of exit travel by the same fire. Not more than two required exits or exit-access doorways shall enter into the same means of egress system.	452.1.2	
13.	When fence or gates with locks are installed around the school grounds, a safe dispersal areas based on 3 sq ft per occupant shall be provided at least 50 ft between the school and the fence or gate.	452.1.3	
Chapter 5 - General Building Heights and Areas			
14.	The max. height and max. number of stories of a building housing Group E or I-4 occupancy shall not exceed the limits specified in the referenced tables.	Table 504.3 504.4	
15.	The total maximum allowable area for unseparated occupancies in building two or more stories above grade plane shall not exceed twice of the max allowable area per floor.	506.2.3	
16.	The sum of the ratios on all floors for separated mixed occupancies shall not exceed 2 for building two stories or higher above grade plane.	506.2.4	
17.	The sum of the ratios on each floor for separated mixed occupancies shall not exceed 1.	508.4.2	
C. FIRE-RESISTANCE CONSTRUCTION AND FIRE PROTECTION SYSTEM			
Chapter 7 - Fire Resistance Rated Construction			
18.	Exterior walls in Group E or I-4 occupancies shall be fire-resistance rated in accordance with Tables 601 and 602 for exposure to fire from both sides regardless of fire separation distance.	705.5	
19.	Fire walls separating Group E or I-4 occupancies shall be 3 hr fire rated except in Type II or V construction, where fire wall may be 2 hr fire rated.	Table 706.4	
20.	Fire barriers for separating fire areas in Group E or I-4 occupancies shall be 2 hr fire rated.	Table 707.3.10	
21.	Duct and air transfer openings in smoke partitions shall be provided with a smoke damper in Group E or I-4 occupancies.	717.5.7	
22.	Approved fire- and smoke dampers are required in ducts and air transfer openings of fire barriers in Group E or I-4 occupancies.	717.5.2	
23.	For Group E or I-4 occupancies, a listed smoke damper designed to resist the passage of smoke shall be provided at each point a duct or air transfer opening penetrates a fire-resistance rated corridor enclosure required to have smoke and draft doors.	717.5.4.1 716.5.3	
Chapter 9 - Fire Protection Systems			
24.	An automatic sprinkler system shall be provided throughout all day care facilities under Group E occupancies with fire areas greater than 12,000 sq ft.	903.2.3	
25.	An automatic sprinkler system shall be provided throughout buildings with day care facilities under Group I-4 occupancies.	903.2.6	
26.	A manual and automatic fire alarm system shall be installed in Group E occupancies with an occupant load of 50 or more or containing more than one classroom or one or more rooms used for day care purposes. When automatic sprinkler system or smoke detectors are installed, such systems or detectors shall be connected to the building fire alarm system.	907.2.3	
27.	Every large-family day care home in Group R-3 shall be provided with at least one manual fire alarm box at a location approved by the Fire Department.	907.2.6.4	
D. MEANS OF EGRESS			
Chapter 10 – Means of Egress			

**ARCHITECTURAL PLAN REVIEW CHECKLIST
DAY CARE (Cont'd)**

Code Requirements		Code section	Req'd
28.	Two exits or exit access doorways from any room or space for day care purposes shall be provided when the occupant load exceeds 49 or 10 for ages 2 years or less for day care in Groups E, I-4 or R occupancies	1006.2.1 1006.2.2.4	
29.	Every story or basement of a large-family day care home in Group R-3 occupancy shall be provided with two exits, which are remotely located from each other.	1006.2.2.7	
30.	The max exit access travel distance for day care facilities in Group E occupancy shall be 200 ft for buildings without fire-sprinkler system and 250 ft with fire-sprinkler system.	Table 1017.2	
31.	The max exit access travel distance for day care facilities in Group I-4 occupancy shall be 200 ft.	Table 1017.2	
32.	Corridors serving more than 6 occupants in Group I-4 day care shall be equipped with fire-sprinkler system and provided with 1-hr fire rated walls. Corridors serving more than 10 occupants in Group E day care shall be 1 hr fire rated with or without fire-sprinkler system provided.	Table 1020.1	
33.	The minimum corridor width in Group E day care facilities shall be 44", except facilities having a required capacity of 100 or more shall be 72" minimum.	Table 1020.2	
30.	The minimum corridor width in Group I-4 day care facilities shall be 44".	1020.2	