



Planning, Building and
 Code Enforcement

Building Occupancy Classification Inventory Form

This form is used to determine building occupancy for new buildings or tenant improvements.
 See page 2 for instructions. Print additional pages if needed.

PLAN CHECK #:	PROPOSED OCCUPANCY CLASSIFICATION:
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● SIGNATURE of Preparer

PRINT Name

DATE

CONTROL AREA #:	Is this area protected by a fire sprinkler system? <input type="checkbox"/> YES <input type="checkbox"/> NO
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1. Room No.	2. Chemical Name and Concentration (not trade name)	3.		4. Quantity Stored	5. Quantity in Use *		6. Stored in Approved Cabinet
		CBC Class *			Open	Closed	
		Physical	Health				
				<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> Yes <input type="checkbox"/> No

*See the reverse side of this form for a list of UBC hazard Classes and definitions of Open and Closed use.

Please number pages appropriately.

PAGE _____ OF _____

INSTRUCTIONS

BUILDING OCCUPANCY CLASSIFICATION INVENTORY FORM

Correct building occupancy classification is important and determines the standard to which your plans will be reviewed. This form assists in expediting the review process. It does NOT replace or satisfy Hazardous Materials Business Plan (HMBP) Inventory reporting requirements.

Complete a separate inventory for each control area or a single inventory for the entire building if control areas are not established. Group materials within each room according to primary California Fire Code (CFC) hazards, then indicate additional physical and health hazards. If several classes are given (e.g., Oxidizer 4, 3, 2, 1), then indicate the appropriate one.

Physical Hazards *	Health Hazards *
Combustible Liquid	Class II, IIIA, IIIB Corrosive
Combustible Fiber	loose, baled Highly Toxic
Consumer Fireworks (Class C, Common)	1.4G Toxic
Cryogenics, flammable	
Cryogenics, oxidizing	
Explosives – Division 1.1, 1.2, 1.3, 1.4, 1.4G, 1.5, 1.6	
Flammable Gas – gaseous, liquefied	
Flammable Liquid – Class IA, IB, IC; Combination IA, IB, IC	
Flammable Solid	
Organic Peroxide – UD, Class I, II, III, IV, V	
Oxidizer – Class 4, 3, 2, 1	
Oxidizing Gas – gaseous, liquefied	
Pyrophoric Material	
Unstable (reactive) – Class 4, 3, 2, 1	
Water Reactive – Class 3, 2, 1	

* Definitions of physical hazards and health hazards can be found in the California Fire Code.

DEFINITIONS

Closed System – The use of a solid or liquid hazardous material involving a closed vessel or system that remains closed during normal operations where vapors emitted by the product are not liberated outside of the vessel or system and the product is not exposed to the atmosphere during normal operations; and all uses of compressed gases. Examples of closed systems for solids and liquids include product conveyed through a piping system into a closed vessel, system, or piece of equipment.

Control Area – Spaces within a building where quantities of hazardous materials not exceeding the maximum allowable quantities per control area are stored, dispensed, used or handled. Refer to IBC Section 414.2 for additional information regarding control areas.

Open System – The use of a solid or liquid hazardous material involving a vessel or system that is continuously open to the atmosphere during normal operations, and where vapors are liberated or the product is exposed to the atmosphere during normal operations. Examples of open systems for solids and liquids include dispensing from or into open beakers or containers; dip tank operations; and plating tank operations.

EXAMPLE

This example below demonstrates how to enter the data:

Room No.	Chemical Name and Concentration (not trade name)	CBC Class *		Quantity Stored	Quantity in Use *			Stored in Approved Cabinet
		Physical	Health		Open	Closed		
101	Acetone	FL 1B	+Irr	20 <input checked="" type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	5 <input checked="" type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input type="checkbox"/> gal. <input type="checkbox"/> lbs. <input type="checkbox"/> ft. ³	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	