



State of Alaska

Department of Public Safety
Division of

Fire and Life Safety

Sean Parnell, Governor
Joseph A. Masters,
Commissioner

GROUP "R-4" OCCUPANCY
RESIDENTIAL CARE/ASSISTED LIVING FACILITIES
(6 TO 16 OCCUPANTS, EXCLUDING STAFF)

This form is to be used for the review of residential care/assisted living facilities designed to accommodate more than five, but not more than sixteen (16) persons, excluding staff.

Residential Care/Assisted Living facility: A building or part thereof housing a maximum of 16 persons, on a 24-hour basis, who because of age, mental disability or other reasons, live in a supervised residential environment which provides personal care services. **Occupants are capable of responding to an emergency situation without physical assistance from staff. Where occupants cannot meet the fire evacuation drill requirements, additional building protection is required.**

Personal Care Service: The care of residents who do not require chronic or convalescent medical or nursing care.

Return the attached application with a check for \$100.00 payable to the "State of Alaska", and submit all the required elements listed on the following page. The fire alarm and automatic fire sprinkler system reviews may require additional fees.

PLEASE COMPLETE THE FOLLOWING INFORMATION:

Name of Facility: _____

Address of Facility: _____

Owner Name: _____

Mailing Address: _____

Telephone Number:(_____)_____ Fax Number:(_____)_____

Physical Address of Facility:_____

2760 Sherwood Ln., Ste 1-A
Juneau, AK 99801
Phone (907) 465-4331
Fax (907) 465-5521

5700 E. Tudor Rd.
Anchorage, AK 99507
Phone (907) 269-5604
Fax (907) 269-0098

1979 Peger Rd.
Fairbanks, AK 99709
Phone (907) 451-5200
Fax (907) 451-5218

All of the following information is required to be submitted to this office in order to perform the necessary plan review and approvals:

1. **Interior and exterior photos of the facility**
 - Including kitchen cooking area, typical bedroom and egress window, living and dining areas, stairways and landing.
2. **Floor plan of facility** (to scale)
 - Emergency escape windows from each sleeping room or area, indicating size of the window and size of the openable area, and height above finished floor.
 - Doors (show size and swing)
 - Placement of portable fire extinguishers
 - Label each room as to use (living room, bedroom #1, etc.)
 - Stairs (interior and exterior) rise and run, stair width, handrails including height of rails and grasp ability dimension, landings, and guards.
 - At least two exits separate and remote from each other.
 - Cooking stove hood vented to the outside, or UL listed re-circulating.
3. **An automatic fire sprinkler system** – (Required in all assisted living occupancies)
 - Provide plans designed and prepared by a person or company licensed and permitted by the State of Alaska. (In accordance with NFPA 13, 13D or 13R, as applicable.)
 - After receiving a sprinkler plan review approval by this office, the installation must be performed by a technician licensed and permitted by the State of Alaska.
4. **A fire alarm system**
 - Provide plans designed and prepared by a person or company licensed and permitted by the State of Alaska.
 - After receiving a fire alarm system plan review approval by this office, the installation must be performed by a technician licensed and permitted by the State of Alaska.
5. **Evacuation plan / fire drills and drill log**
 - Written plan submitted
 - Plan based on evacuation capability (prompt, slow, impractical)
 - Performed six times a year, two of those conducted at night
 - Drill log noting time of day, time taken to reach a point of safety, escape routes, simulated fire origin, and comments
 - Available for review by fire official or other approved licensing official.
6. **Portable fire extinguishers**
 - Minimum U.L. classification 2-A:10-B:C
 - Mounting height must be mounted on the wall with the bottom not less than 4 inches off the floor and the top not more than 5 feet above the floor
7. **Plot plan**
 - Show facility with dimensions to lot lines and/or other buildings on the same property.

If additional information is required, a Fire Marshal will contact you.