



Building Occupancy Classification Inventory Form

CITY OF NEWARK, CALIFORNIA

BUILDING INSPECTION DIVISION

37101 Newark Blvd, Newark, CA 94560-3796 510-578-4261 Fax 510-578-4307 e-mail: building.inspection@newark.org

Project Address		Project Description					
Occupancy Classification	Number of Stories	Control Area Designation ²	Automatic Fire Sprinkler System <input type="checkbox"/> Yes <input type="checkbox"/> No			Date:	
Room No.	Chemical Name & Concentration <small>(Do not use trade name)</small>	California Fire Code Class		Quantity in Storage	Quantity in Use		Stored in Approved Cabinet
		Physical ⁴	Health ⁴		Open System ³	Closed System ¹	
				<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
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GENERAL:

A critical first step in the plan review process is the establishment of proper building occupancy classification. The occupancy classification determines the standard to which your plans will be reviewed. This form is a guidance document that has been prepared to expedite the review process. Please note that this form does not satisfy Hazardous Materials Business Plan (HMBP) Inventory reporting requirements.

FOOTNOTES FROM BUILDING OCCUPANCY CLASSIFICATION INVENTORY FORM:

1. 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.
2. 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 California Building Code Section 414.2 for additional information regarding control areas.
3. 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.
4. Refer to Tables 307.1 in the California Building Code or Tables 2703.1.1 in the California Fire Code for the maximum allowable quantities per control area of hazardous materials posing either a physical or health hazard.