



**COSUMNES COMMUNITY SERVICES DISTRICT
FIRE DEPARTMENT**

8820 Elk Grove Blvd. Elk Grove, CA 95624

(916) 405-7100

CosumnesCSD.gov/Fire

**FIRE PREVENTION CONSTRUCTION STANDARDS
EMERGENCY ACCESS GATES AND BARRIERS**

Standard Number: **FPCS-1003**
Original Effective Date: 5/26/2021
Revision Date: 3/25/2022, 10/6/2023
Code Section: 2019 California Fire Code

STANDARD

1003.1 Cosumnes Fire Department, Fire Prevention Division ("Division") establishes minimum standards for preparing for, designing, and installing gates and barriers across fire access roads.

PURPOSE AND SCOPE

1003.2 This standard applies to all gates and barriers installed across fire access roads within the jurisdiction of the Cosumnes Fire Department. The Cosumnes Fire Department shall approve all such gates and barriers before their installation.

APPLICATION

1003.3 **Definitions**

- a. **100% CONCURRENCE OF PROPERTY OWNERS** – For gates/barriers providing access to multiple parcels, a notarized copy of Appendix VII – Form A, Emergency Access Gates and Barriers, shall be signed by each property owner served by the gate. This is to verify that all property owners understand and agree to the conditions of the gate/barrier permit.
- b. **AUTHORITY HAVING JURISDICTION (AHJ)** – any agency having statutory authority to enforce federal, state, county, city, or district laws, ordinances, or standards.
- c. **GATES AND BARRIERS** – any gate, crossbar, door, or other obstructive device that is utilized for the purpose of restricting, controlling, or obstructing entry or exit by motor vehicles or pedestrians to or from a private roadway and which is not manned on a 24-hour, 7



day per week basis by a person capable of providing immediate access to a police or fire vehicle or person.

- d. PRIVATE STREET OR ROADWAY – Any roadway not dedicated as a public right-of-way that is owned and maintained by abutting property owners or association of property owners that is utilized for the purpose of providing vehicular or pedestrian access to a commercial building(s), subdivision, apartment complex, condominiums or other residential development or wildland, excluding off-street parking areas, driveways, and driveways to off-street parking areas.
- e. PRIVATE DRIVEWAY – a private way for vehicular travel that provides access from an off-street parking area to a public or private drive.
- f. ULTIMATE EDGE OF RIGHT-OF-WAY – the line furthest from the centerline of the street that has been approved by the County and recorded on the parcel map for existing or future street improvements. To determine the location of this line, contact Sacramento County Land Division & Site Improvement Review, 827 7th Street, Room 102-105 Sacramento, CA 95814; 916-874-6591, or the public works agency having jurisdiction.

1003.4

Gate Installation Procedure Requirements

- a. Gates plans to be installed within the city of Elk Grove or within the city of Galt shall be submitted electronically to ePlan@CosumnesCSD.gov, along with a completed [application for plan review](#).
- b. Gates installed outside the city of Elk Grove or outside the city of Galt, in unincorporated areas of Sacramento County, shall be submitted via the following procedure.
 - 1. Plans must be submitted in the order listed below. Once the first agency approves plans, then approved plans are submitted to the second agency, and so on. Each agency may assess plan review fees.
 - 2. Approvals are required from the six (6) agencies having jurisdiction over the installation of gates and barriers. A total of nine (9) sets of plans shall be prepared and submitted. All copies returned to the applicant shall have the approval stamp and signature of the plan review officer before taking them to the next office. Following the agency signatures, copies shall be provided as noted in Section 1003.4 g. below. Each office will retain one copy for their records.



3. Submittals for applications to install gates or barriers shall be in the following order:
 - a. **1st Office:** Department of Transportation, Sacramento County, 4111 Branch Center Rd, Sacramento, CA 95827; Hours: 8:30 am – 4 pm M-F. To expedite this process, please submit plans via email to trdplan@saccounty.net for review before approval. Please call 916-874-6291 to make an appointment.
 - b. **2nd Office:** Planning and Environmental Review, Sacramento County, 827 7th St, Building Assistance Center, Sacramento, CA 95814; Hours: 8:30 am – 4:30 pm M-F; 916-874-6141.
 - c. **3rd Office:** Sacramento Area Sewer District, Permit Services Unit, 10060 Goethe Rd, Sacramento, CA 95827; Hours: 8 am – 4:30 pm M-F; 916-876-6100.
 - d. **4th Office:** Sheriff's Department, Sacramento County. Please call 916-874-1032 for an appointment to submit plans.
 - e. **5th Office:** The fire district/department having jurisdiction over the installation of gate(s) and/or barrier(s).
 - f. **6th Office:** The Sacramento County Building Permits and Inspection Division, 827 7th St, Room 102, Building Assistance Center, Sacramento, CA 95814 **OR** 9700 Goethe Rd, Building Assistance Center, Sacramento, CA 95827; Hours: 8:30 am – 4 pm M-F. **Please note:** A Miscellaneous Electrical Permit is required for all electrical gate installations.
 - g. Provide approved copies to:
 1. The property owner or Association (1 Copy)
 2. The electrical contractor (1 Copy)
 3. The gate contractor (1 Copy)

1003.5

Required Information Needed for Submittals

- a. A signed 100% Concurrence of Property Owners. These forms shall be provided with plans when applicable.



A [Fire Access Agreement](#) between the parcels connected to and served by the fire access roadway/gate is required. The Fire Access Agreement shall be recorded with the Public Records Office having jurisdiction.

Provide [Fire Access Roadway Maintenance \(RMA\)](#) between all parcels connected to and served by the fire access roadway/gate. The RMA Agreement shall be recorded with the Public Records Office having jurisdiction. The RMA Agreement shall include the following:

1. Provisions for the necessary repair and maintenance of the roadway surface.
 2. Removal of vegetation overgrowing the roadway and infringing on the roadway clear vertical height of thirteen feet six inches (13'6") or width of twenty feet (20').
 3. Provisions for the maintenance, repair, and/or replacement of NO PARKING – FIRE LANE signage and opening systems.
- b. Provide a scaled site plan (i.e., 1" = 20') with the following information:
1. Approval stamps for all appropriate agencies listed in Section 1003.4 above for required submittals.
 2. Name, address, phone number, and C-10 license number of electrical contractors performing electrical work.
 3. Name, address, phone number, and C-13 license number of contractors installing the gate.
 4. Address and assessor's parcel number of property or properties served by the gate.
 5. Structural engineer's stamp for all gates exceeding 6 feet in height.
 6. Show the location of gates on the property in relation to all fire access roads (public and private).
 7. Show the location of gates in the fully open position.
 8. Show the location of property lines for property or properties served by the gate.



9. Show the location of all fire hydrants and fire department connections in close proximity to the gate.
10. If emergency vehicles must turn immediately upon entering through the gate, show the turning radius on plans. The minimum outside turning radius is 50 feet, and the minimum inside turning radius is 25 feet.
11. Show the location of the proposed fence if a new fence is to be installed.
12. Show the location of the “ultimate edge of right-of-way.” (See definition of ultimate edge of right-of-way)
13. Show the footprint of any buildings adjacent to the gate.
14. Show the location of the pedestrian gate. One pedestrian gate shall be located within ten feet of a vehicle gate.
15. Show the location of the pedestrian gate Knox box (only required if the gate is to be maintained locked). If the gate is secured via a key locking knob, a key to the gate shall be provided in the Knox box. If it is secured via a combination lock, a laminated card with the gate combination shall be provided.
16. Provide a note indicating the design of the gate meets the access requirements of the California Fire Code and local standards.
17. Provide a note stating that electric gate operators shall be UL 325 compliant.
18. For automatic gates, provide a note stating that the design, construction, and installation shall comply with the requirements of ASTM F2200.
19. Provide a note stating that the gate shall be openable with radio frequency controlled by “Click-2-Enter.”
20. Provide a note indicating the location of the Knox override switch.



- a. Plans shall be a minimum of 17 X 24 inches in size and drawn to scale.
- b. All gates shall be UL 325 compliant (this verifies that the gate has passed specific safety testing.)
- c. Gates for single-direction travel shall provide a clear width of 16 feet and a clear height of 13 ½ feet. These gates shall swing in the direction of travel.
- d. Gates for two-direction travel shall provide a clear width of 20 feet and a clear height of 13 ½ feet. These gates shall swing into the property being served.
- e. Gates shall be electrically operated (manual gates secured with Knox padlock for nighttime security or access to wildlands may be approved on a case-by-case basis). Said gates shall be provided with a NO PARKING – FIRE LANE sign on both sides.
- f. Gates operated with Click-2-Enter shall be provided with a blue 2" x 2" reflective marker located in the center of the exit gate and visible to approaching traffic.
- g. Wiring for gates shall be provided by AC current, underground installation.
- h. Gates shall fail in the open position when the power is off.
- i. Gates requiring the use of a proximity reader or card shall be provided a vehicle turn-out.
- j. Direction-limiting devices such as tire spikes are not permitted.
- k. The number of gates/barriers that emergency vehicles must pass to reach any address shall not exceed one.
- l. The total number of gates/barriers through which emergency vehicles or personnel must pass to reach within 150 feet of all exterior portions of a building shall not exceed one.
- m. Vehicle gates shall be provided with a pedestrian gate within 10 feet. This pedestrian gate shall be provided with a Knox box and gate key mounted 48 inches above grade and shall meet the requirements of the



California Building Code. Pedestrian gates shall not be located in the median between two vehicle gates.

- n. Gates shall be set back a minimum of 40 feet from the ultimate right-of-way.
- o. Gates shall be inspected for proper installation and operation before use.
- p. No other requirements of the fire department shall be adversely affected by the placement of any gate.
- q. Fire department approval does not waive any requirements of other authorities having jurisdiction.

1003.7 **Maintenance**

- a. The property owner or owners shall be responsible for maintaining the gate. This maintenance may include, but not be limited to, the following:
 - 1. Replace batteries necessary for gate operation during power outages.
 - 2. Lubrication of parts per manufacturer's specifications.
 - 3. Repair or gate replacement upon vandalism, vehicular, or wind damage.
 - 4. Maintaining the Click-2-Enter system in a functional state, including changing radio frequencies if necessary.
 - 5. Maintaining the Knox override switch and Knox box.
 - 6. Maintaining a key or gate code for the pedestrian gate Knox box.

Please Note: Gates not maintained functional for emergency access shall remain fully open until necessary repairs are completed.

REFERENCES

- 1003.8 [Road Maintenance Agreement](#)
- 1003.9 [Fire Access Agreement](#)