

PLANNING & DEVELOPMENT MEMORANDUM
#19-2021

DATE: July 12, 2021

TO: Honorable Mayor Meredith Leighty and City Council Members

THROUGH: Heather Geyer, City Manager 

FROM: Brook Svoboda, Director of Planning & Development 

SUBJECT: CB-1974 – Cold Weather Care Building Code Amendment

PURPOSE

To consider CB-1974, an ordinance on second reading amending the International Existing Building Code to allow Cold Weather Care temporary, overnight accommodations at religious institutions.

BACKGROUND

This policy amendment would enable religious institutions to provide Cold Weather Care programming for up to 25 persons experiencing homelessness (PEH) from October through March.

Cold Weather Care provides temporary life-saving emergency shelter, meals, support and case management for PEH, when temperatures become unsafe for overnight sleeping.

Religious institutions' building classification does not meet building code standards for purposes of overnight accommodations. In almost all instances, it would be cost-prohibitive to provide code-compliant space. This policy amendment, in combination with specific administrative provisions described below, would enable overnight accommodations while preserving the health, life, and safety for those experiencing homelessness seeking temporary shelter in a religious institution.

In combination with this policy amendment, the following administrative measures would also be required:

- Floor plan
 - Number of occupants
 - Hours of operation
 - Bathrooms and kitchen locations
 - Exit locations and travel distances
 - Fire extinguisher locations
 - National Fire Protection Association (NFPA) 13 verification of the sprinkler system
 - If the sprinkler system is not verified for NFPA 13, the following information shall be provided:
 - The square footage of the floor to be used for sleeping, which may not exceed 10% of the floor area of the occupied floor
 - Sleeping layout shown on the floor plan
 - Maximum number of guests
- Emergency plan
 - Fire watch procedure
 - On-site and emergency contact information

- Verification of trained staff
 - Assigned staff for fire watch
 - One staff person must be awake at all times during operations.

This policy amendment aligns with Section 5.2 of City Council's 2019-2023 Strategic Plan.

UPDATE

During the first reading of this council bill, a question was asked regarding fire watch training and certification requirements. Staff contacted Division Chief Steve Gosselin of the North Metro Fire Rescue District (the District) for further information. Division Chief Gosselin shared that there are no specific written criteria for training or certification; however, the District does have a set of requirements, attached hereto as Attachment 1. The following depicts a few qualifications that are inherent to the role:

- Mobility
- Sight
- Sense of smell
- Speech
- Possession of an approved reliable means to report a discovered emergency

The District is unlikely to approve a minor or someone who is performing some other job/task that, in the opinion of the Fire District, would interfere with the successful performance of fire watch duties. Those performing fire watch must be approved to do so by the District.

BUDGET/TIME IMPLICATIONS

There are no financial or time impacts to the City.

STAFF RECOMMENDATION

Staff recommends approval of CB-1974 on second reading.

STAFF REFERENCE

If Council members have any questions, please contact Brook Svoboda, Director of Planning & Development, at bsvoboda@northglenn.org or 303.450.8937.

ATTACHMENT

1. North Metro Fire Rescue District – Fire Watch Requirements

CB-1974 – Cold Weather Care Building Code Amendment

ATTACHMENT 1

NORTH METRO FIRE RESCUE DISTRICT FIRE PREVENTION DIVISION

101 Spader Way
Broomfield, CO 80020
(720) 887-8217
(720) 887-8336 (fax)
www.northmetrofire.org



Steven Gosselin
Division Chief

FIRE WATCH REQUIREMENTS

BECAUSE A FIRE DETECTION AND/OR NOTIFICATION SYSTEM IS IMPAIRED OR INOPERABLE, EARLY WARNING OF OCCUPANTS, AUTOMATIC FIRE DEPARTMENT NOTIFICATION, AND/OR CONTROL OF THE FIRE BY ACTIVATION OF THE SPRINKLER SYSTEM WILL NOT OCCUR IN THE EVENT OF A FIRE OR SMOKE CONDITION. THEREFORE, THE OWNER, OPERATOR, OCCUPANT, OR OTHER PERSON RESPONSIBLE FOR THE PREMISES SHALL INSTITUTE AND MAINTAIN A FIRE WATCH THROUGHOUT THE AFFECTED AREA(S) UNTIL THE IMPAIRMENT IS REMEDIED.

1. Protection shall be restored as promptly as possible.
 - Maintenance work that causes system impairment shall be completed without interruption.
 - Corrective actions shall be immediately initiated where impairments result from system failure or malfunction.
2. A continuous, roving fire watch shall be provided.
 - Persons assigned to fire watch shall thoroughly and diligently check all portions of the premises on a continuous basis, making sure no fire or smoke condition exists.
 - A sufficient number of persons shall be assigned to the fire watch, including relief personnel, so that every portion of the premises is checked at least once every 30 minutes, unless a different tour duration is approved or required by the Fire District.
3. The individual(s) assigned to fire watch shall at no time conduct any other work or duties.
4. If a fire or smoke condition is found or suspected, the fire watcher shall immediately dial 9-1-1 and evacuate all occupants from the building.
 - Telephone facilities shall be provided in the building for the purpose of emergency notification of the fire department. Such facilities shall be readily accessible to all individuals conducting the fire watch.
 - The street address of the building shall be familiar to the individual(s) conducting the fire watch or shall be in the possession of such individual(s).
5. The person or persons responsible for maintaining the fire watch shall notify the Fire District immediately when the impairment exceeds eight hours. When service has been restored after being impaired for any length of time, such person shall notify the Fire District of the restoration of protection and the termination of the fire watch.
 - Monday through Friday (exclusive of holidays), from 8:00 a.m. to 5:00 p.m., the Fire District may be notified by phoning 303-452-9910.
 - At all other times, including holidays, the Fire District shall be notified through the appropriate dispatch agency - Adams County Communication Center, 303-287-7453 or Broomfield Emergency Communication Center, 303-438-6400.

Please see the back of this sheet for an example Fire Watch Log for one 24-hour period.

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SPONSORED BY: MAYOR LEIGHTY

COUNCILMAN'S BILL

ORDINANCE NO.

No. CB-1974
Series of 2021

Series of 2021

A BILL FOR AN ORDINANCE AMENDING SECTION 10-17-5 OF THE NORTHGLENN MUNICIPAL CODE, AMENDING THE INTERNATIONAL EXISTING BUILDING CODE, 2018 EDITION, AS PREVIOUSLY ADOPTED BY REFERENCE BY THE CITY, BY THE ADDITION THERETO OF NEW SUBSECTIONS (j) AND (k)

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. Section 10-17-5 of the Northglenn Municipal Code is amended by the addition thereto of a new subsection (j) to read as follows:

(j) Section 202 "General Definitions" is hereby amended to include a definition to read as follows:

COLD WEATHER CARE HOUSING. Places of religious worship within the City that allow the temporary housing of homeless persons during the months of October through March.

Section 2. Section 10-17-5 of the Northglenn Municipal Code is amended by the addition thereto of a new subsection (k) to read as follows:

(k) Section 1011.2.1 "Fire sprinkler system" is hereby amended to read as follows:

1011.2.1 Fire sprinkler system. Where a change in occupancy classification occurs or where there is a change of occupancy within a space where there is a different fire protection system threshold requirement in Chapter 9 of the International Building Code that requires an automatic fire sprinkler system to be provided based on the new occupancy in accordance with Chapter 9 of the International Building Code, such system shall be provided throughout the area where the change of occupancy occurs.

Exception: Group A-3 places of religious worship participating in Cold Weather Care Housing, which allow temporary housing of homeless persons during the months of October through March, in which the aggregate occupant load of all sleeping areas is less than 25 persons for each story that is being used as a sleeping area.

INTRODUCED, READ, AND ORDERED POSTED this 28th day of June,
2021.


MEREDITH LEIGHTY
Mayor

ATTEST:


JOHANNA SMALL, CMC
City Clerk

PASSED ON SECOND AND FINAL READING this ____ day of _____,
2021.

MEREDITH LEIGHTY
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney