

**DEPARTMENT OF FORESTRY AND FIRE PROTECTION**

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September 9, 2020

Paul R. Menard, AIA  
Manager, Quality Compliance  
Judicial Council of California  
Administrative Division, Facilities Services

Dear Mr. Menard:

The Judicial Council of California Facilities Services, Quality Compliance Unit, and the Office of the State Fire Marshal (OSFM) have made effort to assist in the plan review process by confirming the classification of occupancies, and calculation of occupancy loads for exiting. The code application and illustration of life safety information contained herein were developed in collaboration as part of the continuing California Trial Court Facilities Standards effort.

**Overview**

The purpose of document is to standardize application of occupancy and exiting calculations for the courtrooms and adjacent areas in California superior court buildings. After such standard determinations are agreed upon and approved, the Judicial Council and OSFM will distribute to their respective staff.

**General Method of Calculation Occupant Load**

During plan review, OSFM will verify that the building exiting adequately accommodates the actual number of occupants. Occupant Load Factors will be determined in accordance with CCR Title 24 unless indicated otherwise within this document.

**Graphic Depiction of Occupant Load on Code Diagrams**

OSFM requires using colored tones on code diagrams on life safety sheets to depict different occupancy classifications and areas.

**Graphic Depiction of Fire and Smoke Areas**

Use color toned areas on the smoke control diagrams produced by the Fire Protection Engineer on the design team.

**Graphic Depiction of Rated Walls on Code Diagrams**

Use different colored line-types to distinguish between walls of varying fire resistive ratings including locations of fire/smoke dampers. Rated walls will be shown on main Architectural floor plans, smoke control diagrams, life safety floor plans, HVAC floor plans, plumbing floor plans, electrical floor plans, fire alarm plans, and sprinkler plans.

**Graphic Depiction of Exiting and Path of Travel (POT)**

Plans shall clearly show POT and Means of Egress from all areas and show direction of travel within all egress systems, i.e. directional arrows within stairways, exit signage on Fire Life Safety drawings, areas of refuge, and exit passageways. Fire Life Safety drawings shall clearly show POT to the public right of way.

**Occupant Load in Courtroom Well and Jury Box**

Occupant load of courtroom well (minus area of jury box) shall be calculated using an occupant load factor (OLF) of 40 sf/person net and the occupant load of the jury box shall be calculated based on number of fixed seats.

**Occupant Load in Attorney / Client Interview Rooms**

These spaces shall be classified as meeting/conference rooms. The occupant load shall be calculated at assembly unconcentrated 15 sf/person net.

**Occupant Load in Public Corridor**

Shall be calculated using an OLF of 40 sf/person net (considered as part of "courtroom" base building use) plus the total number of fixed seating. This includes public corridors on the main entry level. The public restrooms and restroom corridor are accounted for in the net calculations of the public corridor and shall not be calculated.

**Public Lobby and Elevator Lobby Transition Space**

Public lobbies and elevator lobbies are transition spaces and shall have no calculated occupant load. Lobby as defined in Chapter 2 of CBC - an area not defined as a waiting room at the entrance of a building through which persons must pass. Therefore, only one lobby and as far as elevator lobby it must have no other use (i.e. no benches or chairs).

**Occupant Load in Restricted Corridor**

The area of the restricted corridor will be assigned a nominal occupant load of 1 person.

**Rated Corridors**

Any room or space in accordance with the provisions for assembly occupancies that exceeds 100 persons (i.e. courtroom) shall have access to a 1-hour fire resistive corridor system.

**Occupant Load in Jury Deliberation Rooms**

Shall be calculated using an occupant load factor (OLF) of 15 sf/person net (Assembly without fixed seats – unconcentrated, tables and chairs).

**Occupant Load in Queuing and Waiting Areas (Business offices & transaction counters)**

Shall be calculated using an occupant load factor (OLF) of 5 sf/person net (Assembly without fixed seats – standing space).

**Occupant Load In Courtroom Holding Cells**

Shall be calculated at 1 person per 18 linear inches of fixed seating in cells plus 1 person for bailiff in each holding core.

**Occupant Load In Judge's Chambers and Judge's Restrooms**

The Judge's Chambers and Judge's Restrooms will be calculated at 100 sf/person gross including the restroom (these spaces shall be classified as a business area).

**Stair Width Measurement**

Stairs shall be measured in accordance with the letter signed by Chief Guarino and Paul Menard dated 03/20/2020, inside stringer to inside stringer.

(Attached as Exhibit A)

**Cumulative Loading Calculations**

Cumulative load calculations shall be in accordance with the provisions of CBC 1004.2 – Cumulative occupant loads.

**This agreement shall supersede all prior agreements or documents.**



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STEVE GUARINO

Chief, Fire Life Safety Division



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PAUL R. MENARD, AIA

Manager, Quality Compliance

Judicial Council of California

Administrative Division, Facilities Services



## JUDICIAL COUNCIL OF CALIFORNIA

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*Chief Administrative Officer*

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*Director, Facilities Services*

March 20, 2020

Travis Thompson  
Deputy State Fire Marshal III  
Office of the State Fire Marshal  
Fire and Life Safety  
2251 Harvard Street, Suite 130  
Sacramento, CA 95815

Subject: Required egress width for stairways – Measurement method required by OSFM

Dear Travis,

The Judicial Council of California (JCC) Facilities Services hereby acknowledges that the Office of the State Fire Marshal requires that the code required egress width for stairways be measured as shown in Figure 1 on page 2 of this letter. This letter applies to the following **categories** of JCC projects.

**Projects Currently in Construction Phase**

Glenn-Willows  
Imperial-El Centro  
Siskiyou-Yreka  
Tuolumne-Sonora

**Projects Currently in Working Drawings Phase**

Sonoma-Santa Rosa  
Riverside-Indio  
Riverside-Menifee  
Sacramento  
Stanislaus-Modesto

**All Future JCC Capital Projects**

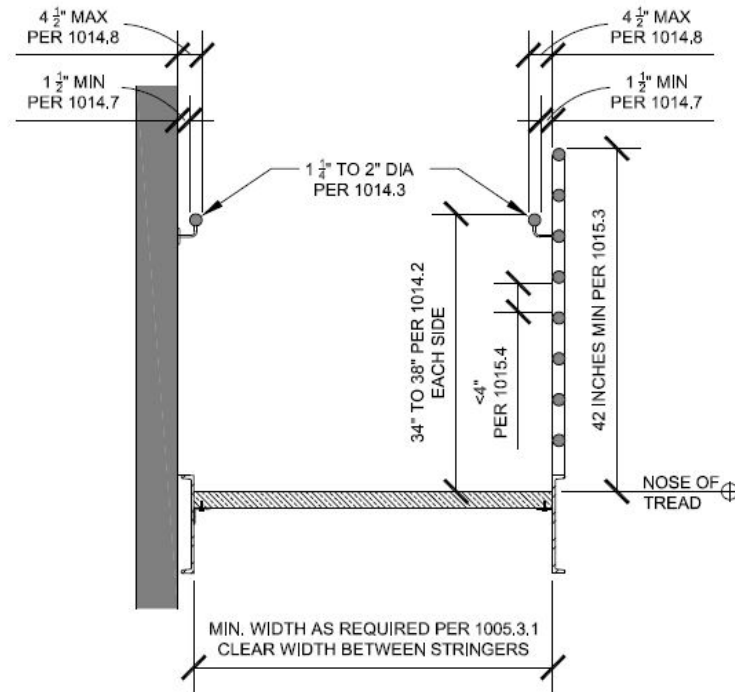


Figure 1 – Egress Width Measurement Method  
Code citations refer to the 2019 California Building Code  
Drawing is provided courtesy of Lorenzo Lopez, AIA

*Paul*

4/7/2020

Paul R. Menard, AIA  
Manager, Quality Compliance  
Judicial Council, Facilities Services

Date

*Stephen Guarino*

04/7/2020

Steve Guarino  
Chief, Fire and Life Safety  
Office of the State Fire Marshal

Date