



**NASSAU COUNTY FIRE COMMISSION
OFFICE OF THE FIRE MARSHAL**

Nassau County Public Safety Center
1194 Prospect Avenue
Westbury, New York 11590
(516) 573-9900 / nassaucountyny.gov

Chief Fire Marshal
Scott D. Tusa

FIRE MARSHAL BULLETIN

March 2, 2015

To: Nassau County Fire Departments, Town / City / Village Building Departments, Business and Property Owners

From: **Assistant Chief Fire Marshal Michael F. Uttaro - muttaro@nassaucountyny.gov**

This bulletin has been designed to advise the business community on what is necessary and required from the Nassau County Fire Marshal's Office as it pertains to opening a new business.

The Nassau County Fire Marshal's Office is the agency charged with inspecting and ensuring that all required fire protection systems are properly installed and maintained as per the requirements of the Fire and Building Code of New York State, the reference standards of the National Fire Protection Association (NFPA) and the Nassau County Fire Prevention Ordinance. When opening a new business in Nassau County the following shall be required to ensure that all fire protection requirements are satisfied for the business to be able to open for public occupancy:

1. All required fire protection systems shall be operable and have current inspections as required by the Fire and Building Code of New York State, the reference standards of the National Fire Protection Association (NFPA) and the Nassau County Fire Prevention Ordinance.
2. All new installations, alterations, or upgrades made to any fire protection system shall have the required plans and or permits filed with the Nassau County Fire Marshal's Office.
3. All new fire protection system installations shall have the work completed and a system test witnessed by a representative of the Nassau County Fire Marshal's Office prior to public occupancy.
4. Existing fire protection system permits shall be valid and all required fire protection system tests completed and if necessary shall have a system test witnessed by a representative of the Nassau County Fire Marshal's Office prior to public occupancy.
5. If there is a change of use of the building such as a clothing store ('M' mercantile occupancy), becomes a restaurant ('A' assembly occupancy), the owner shall obtain from the local

building department; a letter stating the existing occupancy classification (as per NYS occupancy classification) and the proposed new occupancy classification. This information is required so that an accurate determination can be made as to the fire protection systems that will be required for the new business.

6. If the location is an 'A' assembly occupancy (bars, restaurants, nightclubs, catering halls, etc.); the Nassau County Fire Marshal's Office will require the 'Maximum Posted Occupancy' number that has been calculated and posted for the premise by the Town, Village or City Building Department, be provided so that an accurate determination can be made as to the fire protection systems that will be required.