	Presidio Trust **Fire Marshal's Office** *1750 Lincoln Blvd. San Francisco, California 94129*	**Date**: September 19, 2023 **Revision**: Sept 28, 2026 **Standard**: ***GSS-002***
Title: **Elevator Standard**	**Approved By**: *Randy Amores*	

SCOPE:

This standard is developed to provide direction for fire and life safety requirements as they relate to Elevators within the Presidio Trust, Area B.

NOTE:
These requirements are not all inclusive, as The Presidio Trust, Area B Building Official, will require code compliance with the International Building and Mechanical Codes.

- National Fire Protection Association, NFPA 1, Fire Code
- National Fire Protection Association, NFPA, 10, Standard for Portable Fire Extinguishers
- National Fire Protection Association, NFPA 13, Standard for the Installation of Fire Sprinkler Systems
- National Fire Protection Association, NFPA 72, National Fire Alarm and Signaling Code
- National Fire Protection Association, NFPA 101, Life Safety Code
- National Fire Protection Association, NFPA 5000, Building Construction and Safety Code
- California Department of Industrial Relations, Title 8, Section 3000, Subchapter 6, Elevator Safety Orders
- The American Society of Mechanical Engineers (ASME), A17 Safety Code for Elevator Safety

REQUIREMENTS:

1.1. The person or firm that intends to install a new- or make alterations to- an existing elevator shall submit plans both the Presidio Trust Fire Marshal's Office and the Presidio Trust Permitting Office. Direction will be provided as to how the plans are to be submitted and what fees for review are to be assessed. Approved plans must always be on site when inspections are requested.

1.2. A permit to operate an elevator is required. No elevator shall be operated without a valid, current permit issued by the California Department of Industrial Relations Elevator Safety Unit. The Presidio Trust, under the U.S. Government Code, may also direct that a permit be required for elevator installation and maintenance.

1.2.1. The permit, or a copy thereof, to operate a passenger, or freight elevator shall be posted conspicuously and securely in the elevator car.

1.2.2. A permit may be granted for up to two (2) years if the required inspections do not find any deficiencies.

1.2.3. A copy of the elevator service company's C-11 Elevator Contractor License issued by the State of California Contractor's License Board shall be provided.

1.2.4. A full maintenance service contract shall:

1.2.4.1. Specify the responsibilities of the elevator company regarding all repairs and maintenance.

1.2.4.2. Require the elevator service company to service the elevator as frequently as necessary to effect safe operation.

1.3. Elevator hoist-ways shall be built as rated shafts depending on number of floors; elevators shall not be in a common enclosure with a stairway; no plumbing or mechanical systems.

1.4. Where elevators are provided in buildings four (4) or more stories above or four (4) below grade plane, not fewer than one elevator shall be provided for fire department emergency access to all floors.

1.5. The elevator car shall be of such a size and arrangement to accommodate an ambulance stretcher (gurney) 24 inches by 84 inches with no less than 5-inch radius corners, in the horizontal, open position.

1.6. Standby power where required by the Presidio Trust shall provide:

1.6.1. Automatic transfer (within 60 seconds).

1.6.2. Manual transfer means is also required.

1.6.3. Phase I Emergency Recall (Automatic) NFPA 72. etc.

1.6.4. Phase II (Manual) Key operated in Cab.

1.7. Elevator recall shall follow NFPA 72 National Fire Alarm and Signaling Code requirements.

1.8. Machine Rooms: Head guards are required on all heads in sprinkler machine rooms and elevator pits if sprinkler coverage is required by the Authority Having Jurisdiction (AHJ).

1.8.1. Portable fire extinguishers required in machine room, pursuant to NFPA 10 Standard for Portable Fire Extinguishers, even if potentially excluded elsewhere in a fully sprinklered building.

1.9. New elevators are required to conform to the Firefighters Emergency operations requirements of ASME A17.1/CSA B44, Safety Code for Elevators and Escalators which requires that elevators must be equipped with a standardized fire service access key. Existing Elevators shall be in accordance with the requirements of ASME A17.3 Safety Code for Elevators and Escalators. Existing elevators with fire fighter's emergency operations must be retrofitted to use standard keys within one (1) year of the adoption of the code (NFPA 1).

1.9.1. Where the physical limitations of existing elevators do not permit such a retrofit, the AHJ may permit the installation of access boxes opened with a standard fire department key approved by the Presidio Trust Fire Marshal's Office. An access box shall be labeled "Fire Department Use Only-Elevator Keys" and must be mounted at the elevator bank.

1.10. Existing Elevators having a travel distance of 25 feet or more above or below the level that best serves the needs of emergency responders for firefighting or rescue purposes shall conform to the fire fighters' emergency operation requirements of ASME A17.3 Safety Code for Existing Elevators and Escalators.

1.11. All elevators equipped with fire fighters' emergency operation in accordance shall be subject to a monthly operation with a written record of the findings made and kept on the premises of the Presidio Trust, Area B.

1.12. Elevators serving various stories of a building shall not open to an exit enclosure.

1.13. Passenger elevators and automatic operation freight elevators shall be provided with an emergency alarm system, operable from within the car, which will provide effective means for summoning assistance at all hours in case of emergency.

1.14. New installations of passenger or freight elevators, which are operated at any time without a designated operator in the car, shall be provided with one of the two following emergency alarm systems:

1.14.1. A telephone in each elevator car, connected to a central telephone exchange provides 24-hour service.

1.14.2. A system meeting the following requirements.

1.14.2.1. An electric bell, operable from the car, not less than 6 inches in diameter, located inside the building and audible inside and outside the hoist way. One bell operable from all cars may be used for a group of elevators.

1.14.2.2. Means for two-way conversation between each elevator and a readily accessible point outside the hoist way.

1.15. There shall be means within the elevator car to communicate with or signaling to an approved emergency service that operates 24 hours each day. In the Presidio Trust Area B, this is done through the National Park Police Dispatch Center.

1.16. Floor Numbers. Elevator hoist ways shall have a floor number not less than four (4) inches in height placed on the walls and/or doors of the hoist way at intervals such that a person in a stalled elevator, upon opening the door, can determine the floor position.

1.17. Fire Signs. All automatic elevators shall have not less than one sign at each landing printed on a contrasting background in letters not less one-half (½) inch high to read: "In case of fire use stairway for exit. Do not use elevator."

DEFINITIONS:

AHJ – Authority Having Jurisdiction.

RELATED REFERENCES:

The American Society of Mechanical Engineers (ASME). (2019). Safety Code for Elevators and Escalators. A17.1/CSA B44. https://www.asme.org/codes-standards/find-codes-standards/a17-1-csa-b44-safety-code-elevators-escalators-(1)/2019/print-book