

Section 16. *Contents of Orders.* An order of the Commission issued after hearing shall set forth the findings of fact of the hearing tribunal, its decision and, in its discretion, an opinion containing the reasons for said decision.

Section 17. *Issuance of Orders.* If, upon all the evidence, the hearing tribunal shall find that a respondent has engaged in any unfair employment practice, it shall state its findings of fact and shall issue and file with the Commission and cause to be served on such respondent an order requiring such respondent to cease and desist from such unfair employment practice. If, upon all the evidence, the hearing tribunal shall find that a respondent has not engaged in any alleged unfair employment practice, it shall state its findings of fact and shall similarly issue and file an order dismissing the complaint.

Section 18. *Filing of Orders.* All orders rendered after a hearing shall be filed at the office of the Commission in the city of Hartford and shall be open to public inspection during regular office hours.

ARTICLE VII

WITNESSES

Section 1. *Examination of Witnesses.* Witnesses at all hearings shall be examined orally, under oath or affirmation, and a record of the proceeding shall be made by the hearing tribunal.

Section 2. *Subpoenas.* The Commission, each Commissioner and each hearing examiner, may issue subpoenas either at its or his own instance or upon written application at the instance of a party to the proceeding whenever necessary to compel the attendance of witnesses and the introduction of books, records, correspondence, documents, papers or any other evidence which relates to any matter under investigation or in question before the Commission, any member thereof, or hearing tribunal.

Section 3. *Depositions.* Any Commissioner or hearing examiner on his own motion or on the written application of a party shall whenever necessary or required and on such terms and conditions as he may determine take or cause to be taken depositions of witnesses residing within or without the state.

Section 4. *Fees.* Where a subpoena is issued at the instance of a party to the proceeding other than the Commission, a member thereof or a hearing examiner, the cost of service and witness and mileage fees shall be borne by the party at whose request the subpoena is issued. Where a subpoena is issued at the instance of the Commission, a member thereof or a hearing examiner, the cost of such service and witness and mileage fees shall be borne by the Commission. Such witness and mileage fees shall be the same as are paid witnesses in the courts of the state.

ARTICLE VIII

RECORD OF PROCEEDINGS

Section 1. *Record.* The record of the proceedings before the Commission shall consist of the complaint and amended complaint, if any, the answer and the amended answer, if any, notices of hearing, written applications, motions, orders, stenographic transcript of the record on the hearing, exhibits, depositions, and the final order.

ARTICLE IX

SERVICE OF COMPLAINTS, ORDERS AND OTHER PROCEEDINGS

Section 1. *Service of Process.* Complaints, answers, orders and other process and papers of the Commission may be served personally, by registered mail, by telegraph or by leaving a copy thereof in the principal office or place of business or abode of the persons to be served. The verified return of the individual serving the same, setting forth the manner of service, shall be proof of the same, and the return post office receipt or telegraph receipt, when the service is by registered mail or telegraph, shall be proof of such service.

Section 2. *Service by a party.* Service of papers by a party to the proceeding shall be made by registered mail or in person. The verified return by the individual serving the same,

setting forth the manner of service, shall be proof of such service. When service is by registered mail the return post office receipt shall be proof of service.

Section 3. *Service Upon Attorney.* If a party appears by attorney, all papers other than the complaint, notice of original hearings, and final decisions and orders may be served, as herein provided, upon such attorney with the same force and effect as though served upon the party.

ARTICLE X

CERTIFICATION

Section 1. The Chairman or the Secretary of the Commission or such other person as may be designated by the Commission, is authorized and empowered to certify all documents or records which are a part of the files and records of the Commission.

ARTICLE XI

Section 1. *Construction of Rules.* These rules and regulations shall be liberally construed and shall not be deemed to limit the powers conferred upon the Commission by the Act.

Received and Filed July 21, 1947, Frances Burke Redick, Secretary of the State; By John E. Russell, Deputy.

STATE FIRE MARSHAL

FIRE SAFETY CODE

GENERAL PROVISIONS

Section 1. Code Established.

In accordance with the provisions of Public Act No. 419 of the Public Acts of 1947 a Fire Safety Code is herewith established.

Section 2. General Application.

In accordance with the statute this Code shall specify reasonable minimum requirements for fire safety in new and existing buildings and facilities, except in private dwellings occupied by one or two families, in premises used for manufacturing and/or in places used for the exhibition of motion pictures requiring special state license. It should be noted, however, that municipalities may enact ordinances and orders relating to fire safety provided they specify requirements equal to, additional to or more stringent than those issued in this Code.

Section 3. Arrangement of Code.

Specific types of occupancies and general subjects are regulated under Article captions, and to further facilitate reference each section is titled and in numerical order.

Section 4. Interpretations.

a. The titles or headings of Articles contained in this Code shall be deemed to be a part of such Articles. The titles or headings of sections, however, shall not be considered a part thereof.

b. Where in this Code such terms as "proper," "adequate," "sufficient," "ample," "suitable," "substantial," "necessary," "dangerous" and the like, or derivatives thereof are used, they shall be understood to mean proper, adequate, etc. to the satisfaction or in the opinion of the authority having enforcement jurisdiction; and such terms as "where practicable," "where required," "as far as possible," shall have a like significance.

c. Where the term "approved" is used in this Code, it shall be understood to mean "in accordance with the specific provisions related to the particular subject as are contained in this Code, or as approved in particular by the State Fire Marshal."

Section 5. Definitions.

a. Unless otherwise expressly stated, the following terms shall, for the purpose of this Code, have the meanings indicated in this section.

b. *Place of Assembly.* The term "place of assembly" shall mean a room or space within a building in which over 75 persons assemble for religious, recreational, educational, political, fraternal, social or amusement purposes, or for the consumption of food or drink, except premises used for manufacturing, places used for the exhibition of motion pictures requiring special State license, or any portion of a private dwelling. Such room or space shall include adjacent rooms with intervening partitions, open or capable of being opened so as to allow for occupancy with a common purpose.

c. *Basement.* The word "basement" shall mean that portion of a building, the ceiling of which is the first above any portion of grade or sidewalk adjacent to such building and the floor of which is at least two feet below the lowest adjacent grade or sidewalk.

d. *Story.* The word "story" shall mean that part of a building between a floor and the floor next above; and shall include the basement and other floor areas below. The first story shall be that story which is of such height above grade that it does not come within the definition of a basement or that story located immediately above a basement. The second story shall mean the story located immediately above the first story, and upper stories shall be in numerical sequence accordingly. Stories below the basement shall be designated as below.

e. *Person.* The word "person" shall include the officers of any organization, company, corporation or partnership, as well as an individual.

f. *Sprinklered.* The word "sprinklered" shall mean "to be completely protected by a system of automatic sprinklers installed and maintained in accordance with proper standards."

g. *Winding Stairs.* The term "winding stairs" shall mean a flight of 2 or more steps which, in changing direction, does so by benefit of variance in the width along each tread. This term shall not include such stairs as have treads of uniform width throughout and change direction by benefit of intermediate landings or platforms.

Section 6. *Application to New or Existing Structures.*

Unless otherwise expressly provided, all regulations contained in this Code shall apply to all existing and new structures. When a change of use or type of occupancy is made in an existing building, such building shall conform to the requirements for new structures as related to the proposed use or type of occupancy.

Section 7. *Conformity Required.*

No person shall construct or cause to be constructed a new building, and no person shall alter or cause to be altered an existing building, except in conformity with the provisions of this Code. All existing buildings shall be maintained, or reconstructed and maintained, in conformity with this Code. Exemptions from compliance may be allowed by the State Fire Marshal where conformity is found impracticable, and where existing conditions are adjudged by him to provide equal and adequate safety from fire, smoke and panic therefrom.

ARTICLE I

PLACES OF ASSEMBLY

Section 8. *General.*

a. The regulations contained in this Article shall apply to all places of assembly as defined in Section 5, except only such places as are expressly exempt in accordance with the provisions of this Code.

b. Fire-escape and other outdoor stairways, heating and ventilating facilities, and the use of electric wiring and appliances, shall be governed by special articles related thereto.

Section 9. *Egress Facilities Required.*

All places of assembly shall be provided with approved egress facilities as determined under the provisions of Section 13, where practicable.

Section 10. *Maximum Occupancy.*

No place of assembly shall have occupancy in excess of that for which adequate floor area is available or egress facilities pro-

vided in accordance with the provisions of Section 13a to 13c inclusive, provided additional occupancy of standing patrons will be allowed in seated places of assembly in accordance with the provisions of Section 11 of this Code.

Section 11. *Standing Conditions.*

Standing patrons may be allowed in places of assembly at the rate of one person for each 5 square feet of area available for standing; provided that aisle area, except rear cross aisles, shall not be considered in determining the number of standing patrons allowed.

Section 12. *Admissions Restricted and Supervised.*

Admissions to all places of assembly shall be supervised by the responsible management, or by such person or persons delegated with such responsibility by said management and such responsible person shall not allow admissions in excess of the maximum occupancy as provided in Section 10 of this Code.

Section 13. *Egress Facilities Determined.*

a. Each place of assembly shall have at least two approved ways of egress, remote from each other. Additional approved egress passages distributed as uniformly as practicable to effect a rapid discharge of occupants shall be provided on the basis of unobstructed horizontal width of such egress facilities for each 100 persons, or fraction thereof, to be accommodated under conditions of possible occupancy, as determined under the provisions of Section 13b and 13c of this Code, and in accordance with the following schedule:

(1) Places of assembly in sprinklered buildings constructed entirely of noncombustible materials, 20 inches for each 100 persons.

(2) Places in non-sprinklered buildings constructed entirely of noncombustible materials, 22 inches for each 100 persons.

(3) Places in sprinklered buildings constructed wholly or in part of combustible materials, 24 inches for each 100 persons.

(4) Places in non-sprinklered buildings constructed wholly or in part of combustible materials, 36 inches for each 100 persons.

b. In determining required egress facilities in places of assembly without fixed seating, possible occupancy shall be computed at the rate of one person for each 6 square feet of floor area within the room or combination of rooms under consideration, excluding only such stages and other permanent structures and areas as are not intended for patron occupancy. The rate to be used in places used for the consumption of food and drink shall be one person for each 10 square feet of such floor area.

c. In determining required egress facilities in places of assembly having fixed seating, possible occupancy shall be in accordance with the number of individual seats provided and at the rate of 18 inches in width for each person in bench or bleacher type seating, provided the total seating shall not exceed one person for each 6 square feet of floor area.

d. The entrance openings and passages to a place of assembly measured at the point of their least unobstructed width to the outside, shall be considered as approved width of egress.

e. Elevators, revolving doors and window openings shall not be considered in the computation of approved egress facilities.

Section 14. *Egress Passageways.*

a. The distance of travel from any point within such place of assembly to an approved egress opening therefrom shall not exceed 100 feet.

b. Each egress doorway from a place of assembly shall be at the assembly floor level in new structures, and as near thereto as practicable in all existing structures.

c. All new doorways and connecting passageways to the outside, to be considered as approved means of egress, shall be at least 36 inches in width and at least 78 inches in height, and of such greater width as conditions require. All such doorways and passageways now existing shall be at least 28 inches in width and at least 74 inches in height.

d. All approved means of egress from a place of assembly shall open directly into open air or to an inside passageway enclosed by material with a fire-resistant rating of not less than 30 minutes, or an approved interior stairway, or a combination of both, leading to the open air, provided one such passageway from each place of assembly may be through an open space or lobby with ample egress openings to the outside. Such enclosed passageway shall be equal in width to the most distant exit opening served thereby and increased by two-thirds of the width of any additional exits entering thereon, such increase to be made in the direction of exit travel.

e. Doorways leading from a place of assembly through a room or rooms of the same tenancy may be considered as approved means of egress, provided such room or rooms lead to the outside by means of doorways, approved passageways or stairways, or a combination of both, which are completely separate from other approved means of egress from such place of assembly. Provisions shall be made for a clear and unobstructed passage through such room or rooms to the outside.

f. Walks of ample width and safe for pedestrian travel shall be provided from each outside egress opening to a public street or a suitable area of refuge.

g. All egress openings and passageways leading from places of assembly shall be kept free from obstructions or encumbrances at all times.

Section 15. Vertical Openings.

a. Every existing interior stairway constituting part of an entrance or egress passage from a place of assembly shall be enclosed or be segregated from other portions of the building by material with a fire-resistant rating of not less than 30 minutes. Partitioning at floor levels with materials of the same rating affecting a closure of such stairway opening between the floors of the second and third stories, and at each floor level above, shall constitute a proper enclosure in such buildings, provided that the basement and other stories below are segregated from the first story in the same manner. Where interior stairways constitute the entire means of egress, at least one such stairway, and additional stairways where necessary, shall lead directly to the outdoors or to an enclosed passageway leading to the outdoors constructed to resist fire to the same degree. One such stairway, where necessary, may be allowed to lead through an open space or lobby with ample egress openings to the outside. All other vertical openings exposing such place of assembly shall be enclosed throughout by material with a fire-resistant rating of not less than 30 minutes.

b. All vertical openings, including stairways and passages to the outdoors, leading from the place of assembly in new buildings, shall be enclosed by material with a fire-resistant rating of at least 2 hours, provided that an enclosure shall not be required for a flight of stairs from the main entrance floor to the floor next above when such stairs are not a part of an approved means of egress, nor for a flight of stairs in a building constructed entirely of noncombustible materials when such stairs connect only one story with one other story immediately above or below it. The above allowances for open stairways between one story and one other story shall also apply to existing structures under like conditions.

Section 16. Egress Doors.

a. All egress doors opening from a place of assembly or in a passageway leading therefrom to the outside of the building shall be so hung as to open in the direction of exit travel, but this requirement shall not be construed to prohibit entrance doors swinging both inward and outward.

b. Egress doors into stairway enclosures, all doors serving other verticle openings, and doors in side wall openings of enclosed egress passages, shall be equipped with suitable self-closing devices.

c. Doors and jambs in walls or partitions required to be fire resistant shall be equally fire resistant, and shall be constructed and maintained close fitting and smoke tight.

d. A door in a partition required to be fire resistant may contain a single wired-glass panel where necessary, provided such glass shall not exceed 5 square feet.

e. All egress doors leading from a place of assembly with a possible occupancy of 500 or more persons, and all such doors in all new places of assembly shall be equipped with approved panic hardware which will release when normal pressure is applied to the releasing device in the direction of exit travel. Such releasing device may be a bar or panel extending not less than two-thirds of the width of the doors and placed not less than 30 nor more than 44 inches above the floor.

f. All egress doors leading from a place of assembly with a maximum occupancy of less than 500 may be equipped with panic hardware as required under Section 16e. Such egress doors not equipped with panic hardware shall be equipped with hardware which will insure opening of such door by a single motion in the turning of a knob or pressure of a latch with normal strength. No such door shall be equipped with a lock, latch, bolt or other fastening device which will allow for locking such door against opening from the place of assembly while occupied, or which will require a second operation or motion to open such door for egress purposes.

Section 17. Stairs and Stairways

a. All stairways in places of assembly and in passages leading therefrom shall have suitable handrails on both sides, except such stairs as are only 3 feet in width, which stairs shall have one such handrail.

b. All existing stairways in approved egress passages shall be provided with landings at least 30 inches in depth between the nosing of the top or bottom stair and the next parallel partition or door. All new stairways shall have such landings at least 36 inches in depth.

c. Winding stairs shall not be allowed in approved ways of egress.

d. Stair treads in approved inside egress passages in existing structures shall be not less than 8 inches wide, exclusive of nosing, and risers shall not exceed $8\frac{1}{2}$ inches in height. In new buildings such stair treads shall be not less than $9\frac{1}{2}$ inches wide, excluding the nosing, and risers shall not exceed $7\frac{3}{4}$ inches in height. Treads and risers shall be of uniform width and height in each individual stairway.

Section 18. Aisles and Seating.

a. In each place of assembly where seating is provided, except where assembly is seated at tables, such seating shall be arranged in an orderly manner with ample provisions made for aisles leading to exits, and no aisle forming a part of the egress system of such place of assembly shall be obstructed or encumbered. No longitudinal aisle serving seats on one side shall be less than 30 inches in width, and no such aisle serving seats on both sides shall be less than 36 inches in width and shall be adequately increased according to the number of seats served thereby. Ample front, rear or through-section cross aisles at least 36 inches in width shall be provided where necessary for access to exit openings. Rows of seats between aisles shall have not more than 14 seats. Rows of seats opening onto an aisle at one end only shall have not more than 7 seats.

b. Tables arranged for dining or other purposes in places of assembly shall be so located in respect to exit openings and so spaced apart that sufficient means of access to exit openings is provided. Aisles in the direction of exits shall be at least 3 feet in width. Suitable access to aisles shall be provided from all tables.

Section 19. Exit Signs.

Exit signs of a type or types approved by the State Fire Marshal shall be placed at each emergency exit doorway of a place of assembly, and at the doorway in any passageway or stairway leading therefrom. Where an exit and its sign are not visible from every point in the passageway or from the entire assembly floor area served, suitable directional signs shall be provided indicating the location of the exit. Such exit and directional signs shall be clearly legible and properly illuminated during occupancy of the place of assembly. Exit signs at normal entrances to such places of assembly shall not be required.

Section 20. *Illumination of Exit Passages.*

a. Adequate facilities shall be provided for the lighting of all passageways, stairways, hallways and other means of egress.

b. An automatic auxiliary source of power for the lighting of egress passageways, stairways and exit signs, approved by the State Fire Marshal, shall be provided. Exception to this regulation may be extended to existing buildings until January 1, 1949.

Section 21. *Extinguishing Equipment Required.*

All places of assembly shall be provided with proper fire extinguishing equipment adequate for the area involved and suitably located.

Section 22. *Decorative and Acoustical Material.*

All combustible decorative and acoustical material, including curtains, streamers, cloth, cotton batting, straw, vines, leaves, trees and moss, but not including floor coverings, shall be rendered and maintained flame resistant.

Section 23. *Sprinklers Required.*

All new buildings other than those of noncombustible construction, containing places of assembly, and existing buildings converted to such use, shall be completely protected by a system of automatic sprinklers, provided adequate water service is available.

Section 24. *Location of Places of Assembly.*

No place of assembly shall hereafter be constructed above the second story except in a sprinklered or completely noncombustible building.

Section 25. *Housekeeping.*

All places of assembly, egress passages therefrom, and adjacent rooms and spaces not segregated from such place of assembly or passage by closed fire-resistant construction, shall be kept clean and in tidy condition, and free from combustible debris. No such premises shall contain storage of flammable liquids or liquefied petroleum gas, and no cooking or use of open flame or smoking shall be allowed without adequate provisions for protection of the premises and occupants against fire.

Be it known that the within and foregoing rules and regulations are made and promulgated by the undersigned, pursuant to Public Act No. 419 of the 1947 Public Acts, as the rules and regulations of his Department, pertaining to a Fire Safety Code.

In Witness Whereof, I have hereunto set my hand and seal this 23rd day of September 1947.

EDWARD J. HICKEY, Commissioner.

Received and Filed September 23, 1947, Frances Burke Redick, Secretary of the State; By Leonard C. Sheflott. Approved by William L. Hadden, Attorney General, September 22, 1947.

STATE OF CONNECTICUT

STATE TAX DEPARTMENT — SALES AND USE TAX DIVISION
SALES AND USE TAX RULES AND REGULATIONS

Regulation No. 14

TOOL, DIE AND PATTERN MAKERS

If tool, die or pattern makers sell or fabricate and sell, to purchasers, for use or consumption, any tools, dies, jigs and fixtures, gauges, permanent moulds or patterns which have a general or standard commercial value, they are to this extent engaged in the business of selling tangible personal property as retailers.

Where such products have no general or standard commercial value and are limited in their use to the particular purpose of a trade or occupation, whether the title to the same remains in the person for whom the service is rendered or is subsequently transferred to a person engaged in business as a seller, such transaction shall constitute a personal service and not a retail sale; provided the costs of the materials comprising such tools, dies, jigs and fixtures, gauges, permanent moulds and patterns shall not exceed in value, ten per cent of the aggregate price received for such services. Persons engaged in performing such services are the consumers of supplies and materials used in connection therewith and the tax applies to all such purchases.

Effective October 1st, 1947.

Be it known that the within and foregoing rules and regulations are made and promulgated by the undersigned, pursuant to Section 348i of the 1947 Supplement to the General Statutes, as the rules and regulations of his Department, pertaining to The Sales and Use Tax Act.

In Witness Whereof, I have hereunto set my hand and seal this 22nd day of September 1947.

WALTER, W. WALSH,

State Tax Commissioner.

Received and Filed September 22, 1947, Frances Burke Redick, Secretary of the State; By: Leonard C. Sheflott. Approved by William L. Hadden, Attorney General, September 22, 1947.

Regulation No. 15

CASUAL OR ISOLATED SALES

A "retail sale" as defined by Section 2, Subsection 3½ of the Sales and Use Tax Act shall not include the following casual or isolated sales which are exempt from tax:—

(a) Isolated sales of a non-recurring nature made by a person not engaged in the business of selling tangible personal property.

(b) Sales of articles of tangible personal property acquired for use or other consumption by a retailer or seller, which are not sold in the regular course of any business engaged in by such retailer or seller.

Examples of exempt sales: (1) A grocer selling his cash register; (2) Sale of an entire business by the owner thereof; (3) Sales made by executors, administrators and other fiduciaries except when they continue the operation of a business as sellers; (4) Legal sales, executions, etc., under court order or by a proper officer; (5) Sales by a person engaged in a business or occupation, such as manufacturing or farming, of his used machinery, fixtures, equipment or similar items when not engaged in the selling of such items as a business; (6) Sale by a person of his motor vehicle when such person has not previously sold more than one motor vehicle in a calendar year; (7) Sales by an organization at bazaars, fairs, rummage sales, picnics or similar events conducted by it to the extent of two such events held during any calendar year; provided, however, where sales are made at such events by any person holding a sales tax permit, or otherwise required to have such a permit, such sales constitute sales made in the regular course of business and are not exempted as casual sales.

Examples of non-exempt sales: (1) Retail sales by manufacturers, wholesalers, processors and jobbers even though such sales are infrequent and comprise only a small fraction of their total business; (2) Sales which constitute an integral part of a business such as the sale of repossessed automobiles or other property by a finance company, even though the sale of tangible personal property is not the primary function of such business; (3) Sales by a person engaged in business of more than one motor vehicle used in connection therewith in any calendar year are sales in the regular course of business and taxable as to such subsequent sales.

Effective September 22, 1947.

Pursuant to a Public Act concerning the filing of Regulations by State Agencies effective June 5, 1947, a state of emergency is found to exist by the Tax Commissioner and the above Regulation shall temporarily be in effect for a period of sixty (60) days from the effective date hereof.

Be it known that the within and foregoing rules and regulations are made and promulgated by the undersigned, pursuant to Section 348i of the 1947 Supplement to the General Statutes, as the rules and regulations of his Department, pertaining to The Sales and Use Tax Act.

In Witness Whereof, I have hereunto set my hand and seal this 22nd day of September 1947.

WALTER, W. WALSH,

State Tax Commissioner.

Received and Filed September 22, 1947, Frances Burke Redick, Secretary of the State; By: Leonard C. Sheflott. Approved by William L. Hadden, Attorney General, September 22, 1947.