



# Fire Sprinkler Overhead/Underground Permit Submittal Checklist

FIR #: \_\_\_\_\_

BLD #: \_\_\_\_\_

Date: \_\_\_\_\_ Project Name: \_\_\_\_\_

Site Address: \_\_\_\_\_

## Application Submittal

Fire Sprinkler permit applications and plans are submitted to the city through our Electronic Plan Review System. This checklist must be completed as part of the required documentation.

**Our ePlanReview system** lets you submit documents and plans electronically for review. Go to [www.cityofboise.org/pds](http://www.cityofboise.org/pds) for more information. All electronic files must meet the requirements specified in the "Electronic Plan Review Submittal Standards" document. Electronic Files that do not meet these requirements will not pass pre-screen review. [www.cityofboise.org/pds/ePlanReviewStandards](http://www.cityofboise.org/pds/ePlanReviewStandards)

## Application Acceptance

The following is a list of basic requirements for plans submitted for permit approval. It is not intended to be considered a complete list of all applicable code requirements or to relieve the applicant from compliance with any code requirements.

- A fire sprinkler permit application shall be provided as the cover document for all plan submittals and resubmittals.
- All sections of the application shall be correctly and completely filled out.
- The applicant shall be responsible to ensure that design specifications and plans are complete and in compliance with the requirements of the International Fire Code and applicable standards.

## Instructions

- Complete the Project Information section, check (☑) the appropriate boxes and sign this checklist. The staff member conducting the plan review will verify that all required information is included.
- The checklist is not complete unless all information is filled out, all appropriate boxes are checked, and all plan page numbers are listed.

## Checklist

Yes N/A

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Initial application (First Submittal)  |
| <input type="checkbox"/> | <input type="checkbox"/> | Resubmittal addressing correction items.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Plan Modification/inspection upgrade of existing building (Plan changes after approved plans have been issued) |

## Design Description

Yes N/A

- NFPA 13
- NFPA 13R
- NFPA 13D
- NFPA 13D Modified
- Live Work Unit
- NFPA 13- Residential

## Documents Provided

### Documentation Provided:

Yes N/A

- Form #603 – Fire Sprinkler Permit Application – all pages
- Fire sprinkler plans
- Seismic Sway Bracing Calculations (Lateral and Longitudinal) shown in the exact same format indicated in NFPA
- Signed Copy of Owner’s Certificate
- Water Supply Information from local water purveyor (within last 12 months).
- Manufacturer’s Specification Sheet for each Sprinkler Type and all other Devices
- Hydraulic Calculations in the form specified in the latest edition of NFPA 13.
- Existing system design information including: type of system, design of system (tree, grid, loop, etc.), sprinkler spacing, hydraulic information, pump information, water supply used.
- High Piled/Rack & Combustible Storage
- Pre-action release/detection system drawings and details.
- Trapeze hanger details, include section modulus, span, pipe size, and support type per latest adopted NFPA13.

**Plan sheets:** *Shall be drawn to an indicated scale on sheets of uniform size, with a plan of each floor and show those items from the following list that pertains to the design of the system.*

Yes N/A

- All plan sheets shall include title block, name and address of project, name and address of contractor
- Point of compass
- Full height cross section of building *with fire protection piping shown* (including structural information)
- Site plan (Include streets, adjacent buildings, property lines with a clearly marked North arrow)

- Sprinkler head legend provided on *cover sheet* with total number of each type of sprinkler for the entire project.
- Sprinkler head legend provided on *each sheet* with total number of each type of sprinkler on that sheet. Sprinkler legend to include: Make, Type, Model, K-Factor, Sprinkler Identification Number, *Maximum spacing that has been used in the hydraulic calculations* for each sprinkler type.
- A graphic representation of the scale.
- Total area protected by each system on each floor.
- Clearly differentiate full height walls (walls to the deck) from partial walls and fire walls
- Lights (Indicate if they are surface mounted or flush) (Required on 13D and 13R)
- Occupancy class of each room.
- Any small enclosures in which no sprinklers are to be installed. (Clearly indicate why sprinklers are not being installed in these areas.)
- Pipe type and wall thickness.
- Nominal pipe size and cutting lengths.
- Type and location of hangers, sleeves and braces (Zone of influence shown on plans)
- Riser Detail including: valves, backflow preventer, exterior bell, monitor switches, flow switches, air maintenance device, quick opening device, etc.
- Hanger details
- Floor level control valves (See BMC)
- The forward flow test piping, valving and the *required pitot pressure*.
- Where the permitted work is an addition to an existing system, enough of the existing system shall be indicated on the plans to make all related code conditions clear. This includes enough of the system surrounding the scope of work to make it clear if the existing fire protection has been compromised.

Yes N/A

- Hydraulic Reference points shown on the plans that correspond with the reference points on the hydraulic calculations sheets.
- The minimum rate of water application (density or flow or discharge pressure), the design area of water application, in-rack sprinkler demand, and the water required for hose streams both inside and outside. Flow test information (static residual, GPM date)
- Clearly indicate the hydraulic most remote area(s) calculated.
- If room design method is used, indicate all self-closing doors and wall ratings.
- Capacity in gallons of dry pipe system.
- Standpipe location, pipe sizes, and interconnection of multiple standpipes.
- The zone of influence shown for each lateral and longitudinal sway brace that has been calculated.

- Location of hydrants
- Size, location and piping arrangement of fire department connections.
- Ceiling/roof heights and slopes (roof pitch)
- Key plan on each drawing showing location of work for that drawing.
- Vicinity map (showing location of project)
- Grid points and line numbers. (Column Lines)
- Fire pump make, model, rating, details and detailed piping schematic.
- Fire water tank plans and details.
- Under Ground Piping Plan including: Pipe size, type, tap location, Depth of burial of pipe, thrust block locations
- Total number of sprinklers on the project.

**Signature of Applicant**

I, the undersigned, have completed the above checklist noting all pages and supporting documents for the project.

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Signature of Submitting Design Professional of Record

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Date