

Fire Protection or Hazardous Materials Systems Plan Review

Fire Department Component

Installing contractor licensed in VA & Chesapeake submits (3) sets of Fire Protection or Hazmat System Plans directly to Fire Prevention, to include: Fire permit application, calcs., manufacturer "cut sheets" and drawings

Fire Prev time/date stamps plan & logs in for review with due date: new sprinkler & alarm 20 bus days-all others 10 bus days

Fire Prevention plan reviewer reviews plan to determine appropriate compliance
Objective: To provide timely and complete review within due date. Currently developing "while u wait" program for smaller, less detailed plans to provide better service

Prepare & forward written comments addressing required compliance issue(s), or call contractor to resolve issue(s) by phone. Contractor to follow up by providing additional info as required for approval & file documentation

IS
plan in compliance with applicable codes:
USBC, SFPC, PFM, & Referenced Standards ?
see criteria *

Stamp plan copies approved, issue approval Letter of Transmittal, Sign Fire Permit Application. Separate file and contractor copies and log out review

- * Criteria**
 USBC = Uniformed Statewide Building Code
 SFPC = Statewide Fire Prevention Code
 PFM = Public Facilities Manual
 Referenced Standards = As referenced in above codes and ordinances, ex. NFPA, API, ANSI, ASME, UL, etc.
 1. Required hydraulic calcs. for water demand for fire protection systems, or battery calcs. for fire alarm
 2. Manufacturer "cut sheets" and specs. for all appliances, devices, piping and appurtenances to indicate UL listing
 3. Adequate drawings of fire protection or hazmat system

Fire Inspector to witness system testing and conduct inspection for acceptance of system. Fire Inspector issues approval card if passes. If not, contractor to correct and call for re-inspection

Fire Prevention working File

Call contractor to inform review package is ready for pick up to obtain permit from Development & Permits prior to work

Upon system Installation Contractor to call Fire Prevention Inspection Request Line @ 382-CITY (2489) to schedule appt. for final insp. with Fire Inspector

Enter Fire approval in mainframe system under permit #. Log inspection in Firepoint system. Add plan contents to Fire Prevention permanent file

Contractor presents approved review package picked up from Fire Prevention to Development & Permits and pays permit fee to obtain a Fire Permit prior to installation of system

