



COMMUNITY SAFETY DIVISION
COMMERCIAL SPRINKLER SYSTEMS – NFPA 13
SUBMITTAL CHECKLIST



HOW TO APPLY FOR PERMIT:

<https://ezop.sbcounty.gov/citizenaccess/>

REQUIREMENTS ON PLANS:

These are the minimum general requirements for plan check submittal. Additional requirements may be required upon review.

- Project / Building name, street address and city
- Building number and/or suite (if applicable)
- Name, address, phone number and license number of C-16 contractor
- Assessor's Parcel Number (APN)
- Scaled or fully dimensioned drawings
- Point of Compass
- Occupancy class and use of each room
- Construction type
- Type of system
- Location of fire walls and partitions
- Dimensions for system piping, type of pipe, head spacing and elevation changes
- Square footage for total area protected by each system for each floor provided
- Total number of each type of sprinkler head
- Make, type, model, temperature and nominal K-factor of sprinklers including sprinkler identification number Pipe size and fittings
- Plan Document not to exceed 50 MB, if document will exceed, please flatten or break each section out into a binder for each section, for example; Architectural, Structural, Mechanical, Electrical, etc

ADDITIONAL REQUIREMENTS

- Building Construction plans must be submitted and approved by San Bernardino County Fire prior to all other construction permits (underground, sprinklers, alarms, etc.).
- Hydraulic calculations with summary, detail worksheets and graph sheet
- Flow report dated within one year on water department letterhead or fire department form (for new sprinkler installation)
- Detailed cut sheets for all equipment including pipes, hangers, valves, sprinkler heads
- Underground Plan must be submitted and approved by San Bernardino County fire prior to sprinkler permit.