



## ROSEBURG FIRE DEPARTMENT FIRE PREVENTION DIVISION

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### Fire Sprinkler System Plan Review Submittal Checklist

The fire sprinkler submittal checklist procedure describes the information needed to perform a complete plan review without delaying the project or creating a large correction letter.

#### I. GENERAL INFORMATION

- Project Description
- Owners' name, address, telephone, fax and e-mail numbers
- Project location, including street address
- Name, address, telephone number and contractor's license number
- Type Construction (Substitution using OSSC Section)
- Occupancy classification (Is this a required system?)

#### II. DOCUMENTATION

- Information noted on the hydraulic data nameplate
- A summary for the hydraulic calculations, including:
  - Date
  - Location
  - Name of owner and occupant
  - Building address and Suite Number if applicable
  - Description of hazard
  - System design requirements
    - Design density
    - Area of discharge
  - Total water requirements including hose streams
- Water supply information, source and date
- Detailed worksheets or computer printouts containing the following:
  - Each sheet to have a page number
  - Sprinkler description and discharge constant (k factor)
  - Hydraulic reference points to the point of connection
  - Flow in gallons per minute
  - Pipe size for each segment
  - Pipe lengths for each segment from center to center of fittings
  - Equivalent pipe lengths for fittings and devices
  - Friction loss indicated in psi per foot of pipe
  - Total friction loss between reference points

- In rack sprinkler demand (if applicable)
- Elevation head indicated in psi at each reference point
- Hydraulic reference points to the point of connection with the supply
- Other sources of supply, with quantity, pressure and elevation
- Certificate of Competency seal on the plans and calculation seal if applicable
- NFPA or OSSC standard and Edition indicated on the plans used for design

### III. TWO SETS OF FLOOR PLANS

- Compass direction with North arrow and clearly marked scale
- Exterior connection(s) location, size and type
- Full height cross section
- The rating of walls/ceiling/floor/partitions and stairway enclosures
- Location and size of concealed spaces, closets, porches, canopies and over hangs greater than 4 feet.
- Any questionable small enclosures in which no sprinklers are to be installed
- Number of heads in this design

### IV. PIPE, VALVES AND FITTINGS

- Size of municipal or private water main and whether dead-end or looped. If dead-end then indicate the direction and distance to nearest circulating main
- Nominal pipe size and indicating each segment length of pipe from center to center dimension
- Location and size of riser nipples
- Type of fittings and joints
- Type and location of hangers and bracing
- All control valves, check valves, drain and test pipe sizes and locations
- Total area protected by each system on each floor
- Make, type, model and size of alarm, dry-pipe, pre-action or deluge valve
- Type and location of alarm bells
- Approximate capacity in gallons of each dry-pipe system
- Pipe and schedule type with wall thickness
- Backflow device and location
- Approved backflow prevention assemblies shall be assemblies approved by the University of Southern California, Foundation for Cross Connection Control and Hydraulic Research.

### V. SPRINKLERS

- Make, type and nominal orifice size of sprinklers
- Temperature rating and location of high temperature sprinklers

### VI. MISCELLANEOUS INFORMATION

- Size and location of all hand-held hose, hose outlets and related equipment
- Indicate the most hydraulically remote area(s) by clouding this area
- Indicate hydraulic reference points (nodes)
- When a fire pump is employed, the location, make, model and rating of the pump

- Fire Department
  - o Hydrant locations
  - o Post indicator valve(s)
  - o Vaults
  - o Exterior connection(s) location, size and type
- Water Source used to supply the sprinkler system
- Sub-Contractor name and contractor license
- Under Ground Design;
  - o Pipe size, type with the wall thickness
  - o Tap location
  - o Routing of the pipe to the riser
  - o Depth of burial of the pipe
  - o Thrust block locations
  - o Rodding locations
  - o Bedding material type
  - o Backflow device(s) and location(s)
- Location of riser room
- Location of Waterflow alarm
- Riser detail
- Inspector's test detail
- Signage for riser room door