



# Fire Sprinkler Quick Permit Checklist

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

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

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

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

## Application Acceptance

Please follow the guidelines below for all Fire sprinkler Quick permits. Be sure all items are addressed, or we will not be able to consider the request. Not all requests will be approved; approval will be subject to careful consideration of all relevant factors.

## Eligible Projects

Quick permits are limited to modifications to existing systems where no hydraulics is necessary:

1. Relocation of existing sprinkler heads.
2. Change upright "shell sprinkler heads to pendent type heads on a head-for-head basis in new Tenant Improvements.
3. Projects that don't require new or revised hydraulic calculations or seismic calculations.

## Application Submittal

Fire Sprinkler Quick 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)

## Submittal Package Requirements

Yes

- Fully completed #604 - Fire Sprinkler Quick Permit Application and Quick Permit Checklist.
- Minimum plan size is 18x24 (Minimum of 1/8" scale, Font size not less than 10 point).
- Floor plan clouded to clearly identify all area(s) of work. Floor plan shall show the fire protection surrounding the new scope of work so that the existing fire protection can be verified that it is still within compliance and has not been compromised.
- Reduced scale site/floor plan illustrating the location and floor level of the area of modification.

- Manufacturer’s specification sheet for all new sprinkler heads with SIN numbers clouded.
- Total number of sprinklers to be relocated, added and replaced.
- Identification of existing sprinklers by response type, temp, and orientation.
- Identification of new sprinklers, provide make, model, SIN, orientation, temp, and response.

**Turn Around Time**

Quick permits will be processed in approximately 1 to 2 days.

**Approvals**

To facilitate this response time for Quick Permits, no review comments will be attached to the approved plans. Approval of the installation will be subject to satisfactory inspection in accordance with NFPA 13.

**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