



CLARK COUNTY DEPARTMENT OF BUILDING

Fire Prevention Bureau

4701 West Russell Road, Las Vegas, NV 89118

(702) 455-7316 FAX (702) 455-7347

OTC-010

Effective Date: 09/30/2013

Revision Date:

**TITLE: OVER THE COUNTER (OTC) PLAN REVIEW
MONITORING SYSTEM – CHANGE OF SERVICE ONLY**

SCOPE: Clark County Fire Prevention Bureau requirements when the only scope of work is to switch central station service from one company to another company. This checklist does not cover situations where equipment is to be installed, relocated, or replaced. Note that the permit type for buildings with a fire alarm system is Fire Alarm Monitoring, and the permit type for buildings without a fire alarm system is Automatic Fire Sprinkler Monitoring.

The following information is required to be included within a letter:

- Provide a detailed scope of work.
- Provide the name and address of the property or business.
- Describe the location, manufacturer and model number of the monitoring panel.
- Provide the name and UL or FM number of the central station.
- Provide list of signals to be transmitted to the central station: water flow alarm (if provided with a sprinkler system), fire alarm (if provided with a fire alarm system), supervisory (if applicable), and trouble.
- If building is served by an electric fire pump, provide the following additional supervisory signals that are to be transmitted to the central station: pump running, loss of phase, phase reversal, and secondary power.
- If building is served by a diesel pump, provide the following additional supervisory signals that are to be transmitted to the central station: engine running, controller switch off, and controller/engine trouble

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