CLARK COUNTY FIRE DEPARTMENT - FIRE PREVENTION BUREAU
4701 W Russell Rd, Las Vegas, NV 89118 • (702) 455-7316
Website: Fire Department (clarkcountynv.gov)
Email: FPPCQ@clarkcountynv.gov
Permit Submittal Guideline

FIRE ALARM SYSTEM
EMERGENCY PANEL REPLACEMENT

This guide is to assist in the permitting process for a fire alarm system emergency panel replacement. This permit process shall not be used for system upgrades. A permit is required for the installation or modification of a fire alarm system per section 105.6.7 of the IFC.

APPLICABLE CODES:

The following codes and standard apply to this permit:

- *National Fire Alarm and Signaling Code*, NFPA 72, 2022 edition
- *International Fire Code* (IFC), 2024 edition
- *Clark County Fire Code Amendments*, (CCFC) 2024 edition

Fire alarm systems shall be installed and/or modified in accordance with Section 907 of the IFC, as amended by the CCFC. The design shall be in accordance with NFPA 72.

SUBMITTAL REQUIREMENTS:

These submittal requirements are not all inclusive, nor are they a limit to the extent of the information, etc., which may be necessary to properly evaluate the submitted plans and documents. Not all items may apply to your project.

For an Emergency Panel Replacement, the Contractor shall first:

- Contact Fire Dispatch: 702-229-0291
- Send a complaint to Clark County Fire Prevention at FPBHELP@ClarkCountyNV.Gov to request a Fire Inspector site visit.
- The Fire Inspector will issue an inspection record indicating which impairment procedure per Appendix Q is used.

1. **Letter for the Emergency Panel Replacement:** A letter can be submitted to permit the emergency replacement of an inoperative fire alarm panel and initial rough electrical inspections. This is allowed only when the existing panel is beyond repair. **A plan is required to be submitted and approved prior to final fire inspections. Plans shall follow within 14 calendar days or as otherwise approved by Clark County Fire Department.**

   After the letter has been submitted and a permit number has been created, the contractor shall email FPPCQ@clarkcountynv.gov and notify that an emergency letter has been submitted.

A letter describing emergency replacement of an inoperable fire alarm panel shall include:

- Name and address of property
- Contractor's contact information and contractor's license numbers
- Building Permit number associated with the scope of work (if applicable)
- Detailed scope of work and description of the unresolvable fault of the existing panel
- Manufacturer's make and model number for all equipment
- The impairment procedures that shall be followed according to Appendix Q of the CCFC

2. **PLANS -Panel replacement:** to be designed to an indicated architectural scale, sized 30 x 42 inches and saved to a PDF file. Plans shall include all information applicable to project per NFPA 72, Section 7.4, as amended by the CCFC. If existing system drawings cannot be provided, provide as-built plans. The as-built plans only need to show device locations, and addresses for addressable devices for all areas served by the panel. As-built plans do not need to show circuiting, wire labels, or EOL locations. Battery calculations are required. Voltage drop and power loss calculations are not required.

3. **MATERIAL DATA:** Provide manufacturers' specification sheets for all components.

4. **SUPPORTING DOCUMENTS: Provide** supporting documents needed to evaluate the design. These would include the approved Fire Protection Report (FPR)/Alternative Material and Method Report (AMMR), the originally approved plans, requirements from the original design code of record, and existing component specification sheets that affect system performance.

5. **Plans are to be REVIEWED AND SIGNED** by a NICET Level 2 Designer in Fire Alarm Systems or a Nevada registered professional engineer working in the expertise of fire alarm design per Section 901.2.2. of the CFCC. **Submittals shall include the designer's name, certification number and signature. Also include the licensee's name, contractor's license number, Nevada State Fire Marshal number, and signature.**