



CLARK COUNTY FIRE DEPARTMENT - FIRE PREVENTION BUREAU

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Permit Submittal Guideline

NFPA 13-MODIFICATION FOR UP TO FOUR SPRINKLERS

This guide is to assist in the permitting process for installation of up to four (4) sprinklers in systems designed per NFPA 13. This process is limited to light and ordinary hazard sprinkler systems and intended to be used only for small scope building tenant improvement or remodel projects where the project scope requires the installation, relocation, and/or demolition of a maximum of 4 sprinkler heads.

A maximum of one letter is permitted per scope of work. Multiple letters to cover work that exceeds four (4) sprinklers is not permitted. At no time may a contractor have more than one (1) open sprinkler letter permits in any building or suite, nor shall there be more than one (1) sprinkler letter submittal permit allowed (whether open or completed) for any one associated building permit. The letter is not intended to be used for a portion of a project or for a revision to a previously approved plan.

A permit is required for the installation of sprinklers per 105.6.2 of the IFC.

APPLICABLE CODES:

The following codes and standard apply to this permit.

- *Standard for the Installation of Sprinkler Systems, NFPA 13, 2024 edition*
- *International Fire Code, 2024 edition (IFC)*
- *Clark County Fire Code Amendments, 2024 edition (CCFC)*

NFPA 13 sprinkler systems are required per section 903.2 of the IFC, as adopted by CCFC. The design shall be in accordance with NFPA 13.

SUBMITTAL REQUIREMENTS:

Submittals for the modification of up to four sprinklers can be installed under this permit are subject to the following limitations:

- Scope of work includes four or less sprinklers.
- Wet-pipe sprinkler systems
- No hydraulic calculations - none required.
- No flexible sprinkler drops. (Listed flexible drops that use a K-factor and not an equivalent length of pipe are permitted to be used for a letter)
- No extended coverage (EC) sprinklers.
- No ESFR or other Specific Application sprinklers
- No new isolation valves
- No change in NFPA 13 classification and for Light or Ordinary Hazard
- No new branch lines or mains – only piped arm-overs

SUBMITTAL CHECKLIST:

The following information shall be provided for all submittals:

1. **NFPA 13 SPRINKLER LETTER:**
 - a) Name and address of property.
 - b) Contractor's Contact Information, Contractor's license numbers
 - c) Provide Building Permit# associated with the scope of work.
 - d) Provide Construction Type and clarify if there are any new combustibles concealed spaces are being created by this scope of work.
 - e) Identify the Hazard Classification per NFPA 13.
 - f) Describe the Location(s) of the new sprinkler.
 - g) Confirm that the new sprinklers will be fed from the correct sprinkler zone.
 - h) Indicate the sprinklers will be supplied from existing branch lines with a maximum of one sprinkler head from any single outlet unless they are located in separate fire areas.
 - i) Provide Sprinkler head make, model, SIN#, orientation, response type, temperature rating, and K Factor.
 - j) Indicate that the new sprinklers installed match characteristics of the existing.
 - k) Provide sprinkler system working pressure (in psi).
 - l) Indicate the maximum length of arm-over to determine if hangers are required. (If required, provide the hanger detail with the submittal.)
2. **MATERIAL DATA:** Provide the manufacturers' specification sheets for all new components.
3. **Letter to be REVIEWED AND SIGNED** by a NICET Level 2 Designer in Water-Based Fire Protection Systems or a Nevada registered Professional Engineer working in their area of expertise per section 901.2.2. of the 2024 CCFC. **Submittals shall indicate the designer's name, certification number and signature.**