



SAN BERNARDINO COUNTY FIRE DEPARTMENT

OFFICE OF THE FIRE MARSHAL

COMMUNITY SAFETY DIVISION

SUBMITTAL CHECKLIST

COMMERCIAL SPRINKLER SYSTEMS – NFPA 13

GENERAL REQUIREMENTS:

1. _____ A minimum of three sets of drawings
2. _____ Completed application
3. _____ Payment

REQUIREMENTS ON PLANS:

1. _____ Project / Building name, street address and city
2. _____ Building number and/or suite (if applicable)
3. _____ Name, address, phone number and license number of C-16 contractor
4. _____ Assessor's Parcel Number (APN)
5. _____ Scaled or fully dimensioned drawings
6. _____ Point of Compass
7. _____ Occupancy class and use of each room
8. _____ Construction type
9. _____ Type of system: hydraulically calculated
10. _____ Location of fire walls and partitions
11. _____ Dimensions for system piping, type of pipe, head spacing and elevation
12. _____ Square footage for total area protected by each system for each floor provided
13. _____ Total number of each type or sprinkler head
14. _____ Make, type, model, temperature and nominal K-factor of sprinklers including sprinkler identification number
15. _____ Pipe size and fittings

ADDITIONAL REQUIREMENTS

1. _____ A minimum of three sets of drawings
2. _____ Three sets of hydraulic calculations with summary, detail worksheets and graph sheet
3. _____ Flow report dated within one year on water department letterhead or fire department form (For new sprinkler installation)
4. _____ Detailed cut sheets for all equipment including pipes, hangers, valves, sprinkler heads
5. _____ Underground plans must be approved prior to submittal
6. _____ New construction plans must be approved prior to submittal

**These are the minimum general requirements for plan check submittal.
Additional requirements may be required upon review.**