

LONGMONT FIRE DEPARTMENT SUPPORT SERVICES DIVISION

225 Kimbark Street
Longmont, CO 80501
Office: 303.651.8434
Fax: 303.651.8696

FIRE SPRINKLERS

NOTE: It is the responsibility of the designer/installer of record to assure all applicable code requirements and local amendments are adhered to. The current adopted editions of the International Fire Code (IFC), International Building Code (IBC), the associated National Fire Protection Association Standards and the City of Longmont Design Standards and Construction Specifications shall be the primary, but not all inclusive resource documents.

PERMIT REQUIREMENT

- No work shall be performed until plans are approved and a permit issues to the applicant

LICENSING

- The City of Longmont requires contractors to hold a D-14 Contractors License with a current, active status to do work on installing or modifying Fire Sprinkler Systems. Contact the Building Department at 303.651.8332.

FEE PAYMENT

- Construction permit fees and any additional fees for re-submittals must be paid before approved plans are released and any permit is issued.
- Any re-inspection and special inspection fees must be paid before the fire department will approve a Certificate of Occupancy.

SPRINKLER SYSTEM PLAN SUBMITTAL

- Fire Sprinkler system plans shall be reviewed, stamped and signed by a registered Professional Engineer or NICET level 3 Technician or higher.
- Submit 2 complete sets of fire sprinkler plans and hydraulic calculations. One set of submitted materials will be retained in the fire department files, the second set of stamped approved materials will be returned to the applicant. If additional approved drawings are required, please submit them at time of application.
- A completed Longmont Fire Department permit application is required with the submittal. Submittals will not be placed into review queue until a complete application is received.
- Submit to the Fire Prevention Division, 225 Kimbark Street, Safety & Justice Building.
- Allow for two-week turn around for plan reviews.
- To assure that your submittal and the installation in regard to the fire sprinkler system are in accordance with the local amendments to the IFC, as adopted, please check the City of Longmont website www.ci.longmont.co.us/fire.

REQUIREMENTS FOR MODIFICATIONS & TENANT FINISHES

- Fire Sprinkler system plans shall be reviewed, stamped and signed by a registered Professional Engineer or NICET level 3 Technician or higher.
- If proposed work is limited to raising, lowering, adding, deleting or relocating existing sprinkler heads on existing drops without impacting the original design criteria, no plan

submittal is required. A permit application must be completed with all requested, applicable information and submitted to secure the required permit prior to starting any work. The inspector may require submittal of revised hydraulic calculations based on observations at the time of the rough inspection.

- If proposed work impacts the original design criteria, complete plans and calculations shall be submitted and approved prior to starting work.
- These materials must be submitted with a completed permit application. Plans will not be accepted without the front side of this permit application being completed with all requested, applicable information.

GENERAL REQUIREMENTS

- Back-flow prevention devices are required for system that are installed or modified. Specifications for the installation of back-flow prevention devices are contained in the "City of Longmont Public Improvements Design Standards and Construction Specifications." Contact Meter Shop for additional information 303.651.8469.
- Core and shell buildings: heads may be installed at the level of the planned ceiling in unfinished spaces provided the space is maintained broom clean and is not used for storage or any other purposes. Access to such spaces shall be restricted and posted "NO STORAGE BY ORDER OF THE FIRE MARSHAL". Such posting shall have letters with no less than a 3" height and stroke on a contrasting background.

SCHEDULING AN INSPECTION

In order to provide better customer service, the Longmont Fire Department has started using the automated inspection request line operated by Building Inspection.

Please use the instructions listed below to schedule all inspections.

You will need to schedule your inspections online at www.ci.longmont.co.us/bldginsp/inspections/index.htm or on the phone with the automated system at 303-774-4595.

- **Scheduling online**
 1. Click on the yellow box "online scheduling" in the upper right hand corner of the screen.
 2. Enter your BUILDING PERMIT #, which begins with a "B" and then click "Lookup Permit".
 3. A screen with the permit #, type of permit, job address, and status will appear. You will then need to click "Schedule" on the lower right corner of the screen.
 4. You will now be able to choose the inspection, date and time of day from the drop down menus. At this time you can also add a phone number and additional comments.
 5. Click "Schedule Now" and repeat steps 1-5 if you have more than one inspection that needs to be scheduled.

If you have problems using the online system, you can call the Building Inspection Officers at 303.651.8332 between 8am-5pm.

- **Scheduling on the phone**
 1. Dial 303-774-4595
 2. Press "1" and you will be directed the automated scheduling system.
 3. Press "1"

4. Press "1" for permits beginning with letter "B"
5. Enter the remaining number only. Include all numbers including zeros.
6. It will read the Building permit # back to you. If correct press "1" or to re-enter press "2".
7. It will read back the address and status. Press "1" to schedule an inspection.
8. Enter inspection code # followed by the # sign:
 - 0600 – Fire – Kitchen Hood/Extinguisher
 - 0605 – Fire – Fire Sprinklers Rough
 - 0610 – Fire – Alarms Rough
 - 0615 – Fire – Ceiling Close
 - 0635 – Fire – Test of System
 - 0645 – Fire – Monitored & Online
 - 0650 – Fire – System Approved
 - 0955 – Fire – Fire Final
9. It will read back the inspection # & inspection. Press "1" if correct or press "2" to re-enter.
10. Press "1" for next day. Press "2" for 2 days out.
11. Press "1" for no time of day preference or press "2" for AM or press "3" for pm.
12. Enter a contact phone number
13. Wait for confirmation #
14. Press "1" to repeat confirmation # or press "2" to enter more inspections for this permit or press "9" to exit.

INSPECTIONS

- The permit holder is the only one that may request inspections. The permit holder will be held responsible for any additional fees incurred.
- The PERMIT shall be on site at all times.

ROUGH INSPECTION

- A "rough in" inspection, hydrostatic test and visual inspection for leaks shall be completed by the fire department before any portion of the system is concealed or painted.

FINAL INSPECTION

- All valves controlling the water supply for automatic sprinkler systems and water floor alarm switches on all sprinkler systems shall be electronically supervised.
- There shall be a 45-second alarm delay from the time of flow switch actuation. Testing shall be coordinated by the installer to assure that the fire alarm technician will be on site at the time of testing.
- The supervisory signal-initiating devices and circuits for each control valve shall be tested prior to final inspection.
- An approved audible/visual sprinkler flow alarm shall be installed on the exterior of the building in an approved location.
- An approved audible/visual sprinkler flow alarm to alert the occupants shall be provided in the interior of the building in a normally occupied location.
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- A main drain test shall be completed prior to final acceptance.
- Signs shall be posted to indicate system specifications, control valves, inspectors test valve and main drain.
- There shall be a minimum of 6 compatible system sprinkler heads in a cabinet adjacent to the riser. There shall be at least 2 of each type utilized in the system. A sprinkler wrench or socket with ratchet shall be provided for the removal or installation of sprinkler heads.
- If any changes are made from the original approved plans, as built and all certification papers shall be made available to the fire department, on site, at the time of final inspection.