PROSPER FIRE RESCUE

FIRE MARSHAL'S OFFICE

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Ventilation Hood Suppression Plan Submittal Guidelines

These guidelines are provided as an aid to successful prompt plan review and to ensure the minimum information required to inform the extent and intent of the work proposed in the town of Prosper based on the documentation requirements of the adopted national standard NFPA 17A. This document includes examples of information presented as figures, tables, and best practice recommendations. These examples are not intended to establish the only forms by which this information may be presented.

The following are the codes & standards in force in the Town of Prosper Ordinance/Amendments

- International Fire Code 2015
- International Building Code 2015
- International Mechanical Code 2015
- The most current published edition of NFPA 17A
- Manufactures Installation Instructions
- The most current published edition of NFPA 96

Spring 2019

For additional information see our web page at www.prospertx.gov/fire-department/fire-marshal/

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3rd Party Plan Review Policies

To meet the increasing demands from growth in our community, the following Fire Marshal's Office interim directive announces effective March 1, 2017.

Bureau Veritas is the exclusive 3rd Party firm for plan review firm for all "Commercial Construction Fire Service" related projects. (All related expenses are the responsibility of the contractor, owner, or designated agent).

Please contact Bureau Veritas at 817-335-8111 for document handling requirements.

System types shall include:

- Underground fire service
- Aboveground sprinkler suppression systems
- Fire Alarm systems
- Kitchen hood suppression systems
- Alternative suppression systems
- Controlled access systems (building and/or gates)

The processes currently in place for the issuance of permits shall remain unchanged through the Fire Marshal's Office. Bureau Veritas will email the stamped approved drawings, data submittal package and the approval review letter to fire.inspections@prosperfire.com in PDF format. Once received & filed, a permit shall be issued at no charge to commence work.

All inspections shall be performed by the Prosper Fire Marshal's office. System types shall include:

- Underground fire service
- Aboveground sprinkler suppression systems
- Fire Alarm systems
- Alternative suppression systems
- Kitchen hood suppression systems
- Controlled egress doors and controlled access gate systems

Contact the Fire Marshal's Office at 972-346-9469 regarding these requirements.

- The Fire Marshal's Office must receive stamped and approved plans, data submittal packages and the approval review letter in PDF format as three (3) separate attachments before permit issuance.

The policies & procedures established under the Prosper Fire Department Ordinance/Amendments for documentation collection shall remain unchanged.

Please consult the Fire Marshal's web page at www.prospertx.gov/fire-department/fire-marshal for further information & instructions.

This interim directive shall remain in effect until further notice.

Our goal is to provide a *complete and accurate review in the shortest possible time.* Our 3rd Party Plan Review Firm will strive to accommodate plan review requests within 10 working days of receipt.

Plan Submittal & Permitting Process

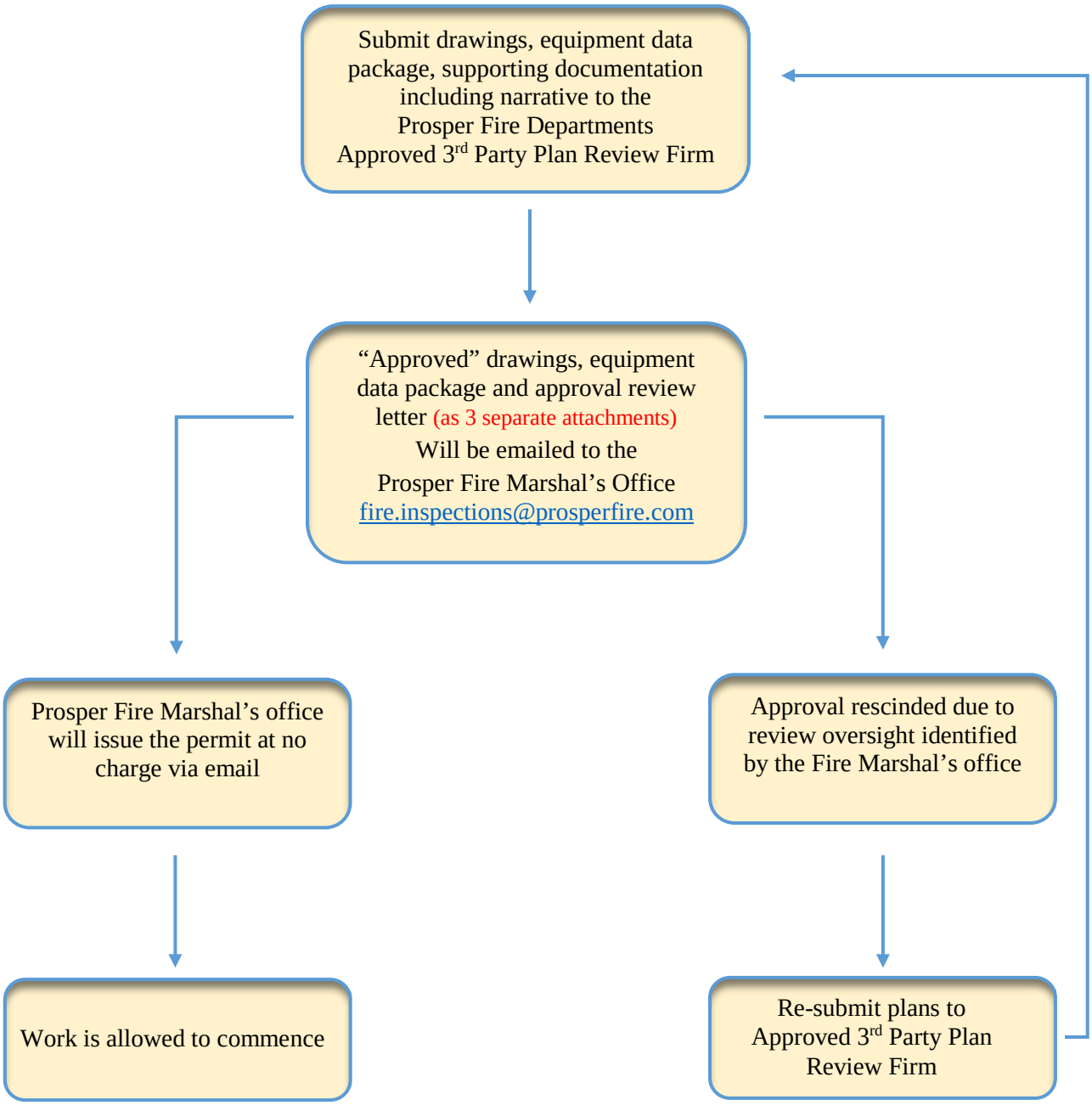

Figure 1

Submittal Check List

Does the submittal contain?

- Electronic scaled drawings in PDF Format
- Equipment submittal data package in PDF Format
- Full company information including, street address, city, state & zip, contact name, office number, cell number, email address, State Registration number (ECR) and EPL electronic signature in contrasting color (if applicable)
- Full project information including, street address, city, state & zip, contact name, office number, cell number, email address

Do the drawings contain?

- Company name, address, and license number
- Planner's name and license number (not required on pre-engineered systems)
- Project name and address
- Scope of work
- Applicable codes and standards used in the design
- Scale (1/8" = 1' minimum)
- Drawing of room to indicate the location of the system(s) and pull station(s)
- Show all piping, detectors, and nozzles indicating minimum and maximum dimensions to their assigned appliance based on the actual hood installation height**,** positioning and aiming
- Provide specific descriptions of all appliances, including dimensions, volume, etc. Include any features relative to the operation of the system.
- System activation description
- Pipe descriptions and volumetric calculations *(not required for pre-engineered systems)*
- Flow points used and flow points available
- Manufacturers cut sheets for all equipment being installed *(not required for pre-engineered systems)*
- Agent flow calculations *(not required for pre-engineered systems)*
- **For Pre-engineered systems only**: Manufacturers documentation to indicate system limitations, pipe size, coverage, etc.

Do the Drawing Notes contain?

- Jurisdictional authority
- Designed-in-accordance-with codes, code dates, and local amendments
- Describe all relevant operation and control functions

This checklist is provided as a submittal aid only and is not intended to cover every code requirement

Figure 2

Shop Drawing Submittal Elements

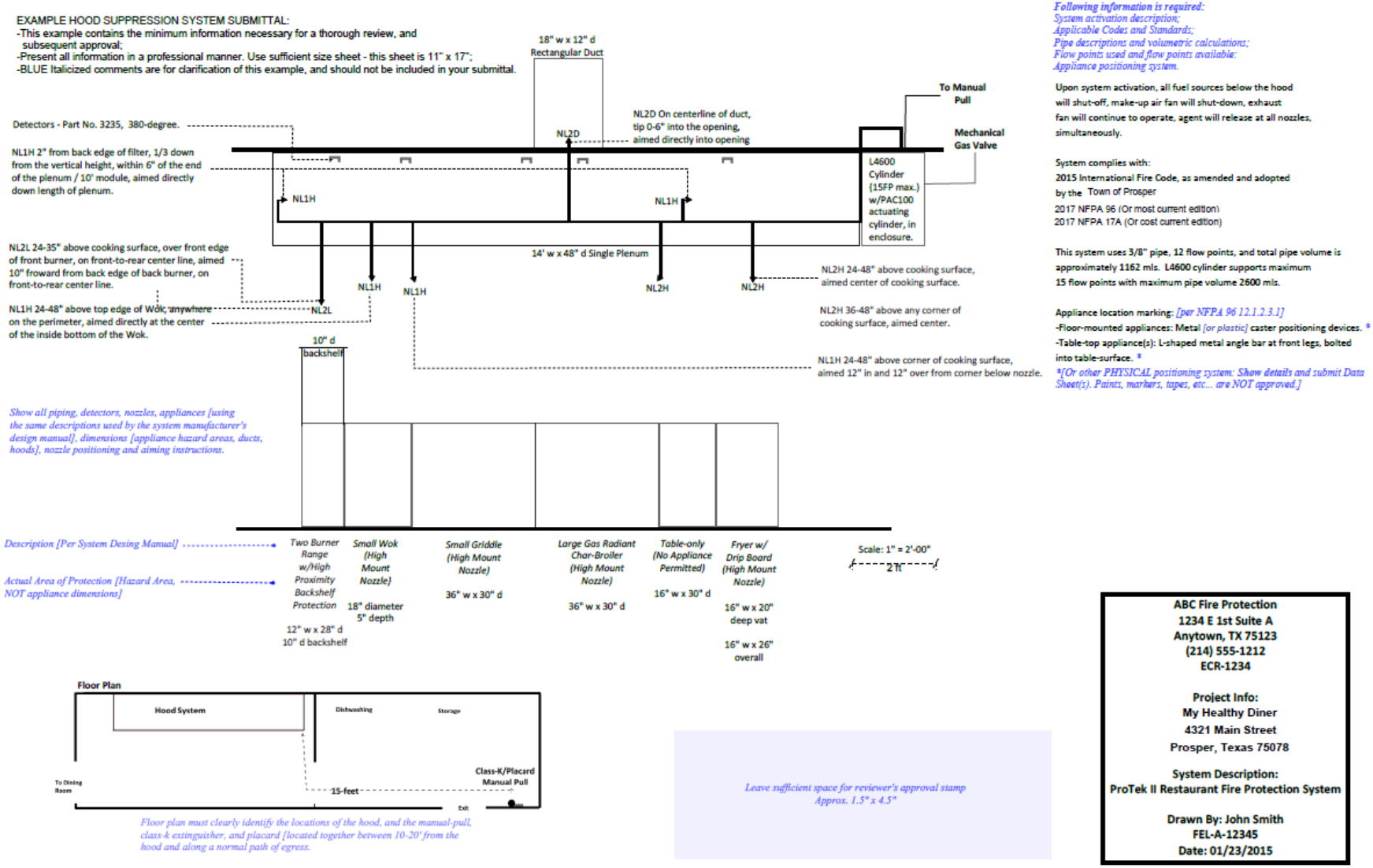

Figure 3