

**SACRAMENTO FIRE DEPARTMENT
FIRE PREVENTION DIVISION
FIRE DEPARTMENT DEVELOPMENT SERVICES
UNIT**



CONTRATOR INFORMATION PACKET

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Contractor Information

- I. **Scope** – This handout applies to all general contractors who perform construction projects within the Sacramento Fire Department Jurisdiction and contract areas (Fruitridge, Pacific, and Natomas).
- II. **Purpose** – The purpose of this handout is to provide general contractors with Sacramento Fire Department requirements so that final occupancy deadlines can be met with as few problems as possible.
- III. **Codes** – The following code editions are enforced by the Sacramento Fire Department.
 1. 2013 California Building, Fire, Electrical and Mechanical Codes.
 2. All NFPA documents – Refer to 2013 CFC, Chapter 45 for referenced standards and current adopted edition.
 3. California Code of Regulations Title 19 – State Fire Marshals Regulations
 4. Sacramento City Codes
 5. Sacramento County Codes
- IV. **Required Permits** – The following require construction permits to be submitted. Automatic Fire-Extinguishing Systems, Battery systems, Compressed Gases, Fire Alarm and Detection systems and related equipment, Fire pumps and related equipment, Flammable and Combustible liquids, Hazardous materials, Industrial ovens, LP-gas, Private fire hydrants, spraying and dipping, Standpipe systems, Temporary membrane structures, tents and canopies. California Fire Code, Section 105.7.1 – 105.7.13.
- V. **Plans**
 1. Fire Department approved civil, architectural, fire protection, kitchen hood fire suppression, fire alarm and other related construction drawings shall be available on site during inspections. Work without approved construction drawings will result in a Stop Work Order being issued. Construction drawings are not considered “approved” unless they have a fire department approval stamp on them. Please do not confuse the approved building department construction drawings with the approved fire department construction drawings.
 2. The following construction drawings are required to be submitted to the fire department for review. Including but not limited to:

- a. Architectural plans
 - b. Civil plans
 - c. Underground fire service plans (if the civil plans show the underground fire service terminating 5 feet from the foundation, an additional submittal shall be submitted for riser connection stub-in)
 - d. Fire alarm plans
 - e. Fire sprinkler plans
 - f. Gate plans (any motorized or manual gate)
 - g. Kitchen hood extinguishing systems
 - h. Above ground flammable liquid storage or LPG tank plans
 - i. Pool plans
 - j. High piled or rack storage
 - k. Hazardous materials storage
 - l. Spray booths
 - m. Medical gas systems
 - n. Underground LPG tanks
3. All City of Sacramento Fire Department plan submittals shall be submitted at 300 Richards blvd., 3rd floor, to the building department. If you are submitting plans for the contracted Sacramento County areas please contact Debra Jackson at (916) 808-5612 to set up a time to submit your plans.
 4. Any changes to the approved construction drawing require a revision to your approved set of plans. **As-built drawings will not be accepted.** When scheduling a revision plan review, please notify the intake technician that it is a revision, and provide them the original permit number that was assigned to your fire plans.
 5. On average most plan reviews take 10 days per cycle to complete, or to get comments issued. Please make sure that you provide the correct contact information to help us notify you of your status.

VI. Inspection Scheduling

1. **No inspections will be scheduled without an approved set of plans.**
2. Only the contractor completing the work is able to schedule the inspection. If you are a general contractor, please advise your sub-contractor that they need to schedule the required inspections.

3. Always call the inspection line (916.808.1643) to schedule your inspection. Make sure to include the following information in your message: permit number, address of project, name of project, type of inspection requested, date and time of inspection requested and name and phone number of the person calling.
Inspections are not scheduled until the scheduling desk returns your call to confirm that date and time.
4. No partial inspections will be scheduled, without prior approval of a phased permit.
5. Most new building projects will require the following inspections:
 - a. Underground fire sprinkler piping hydrostatic / visual and flush (this will include all fire sprinkler piping from the double check into the building, including the Post Indicator Valve)
 - b. Overhead fire sprinkler piping hydrostatic / visual
 - c. Sprinkler Monitoring or Fire Alarm and 24-hour battery test
 - d. Fire Final
 - e. Access and Water supply

*** Additional inspections may be required depending on the scope of work and number of permits issued to the project.**
6. A minimum of 48 hours notice is required for all inspections