



Clark County Department of Building & Fire Prevention

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FIRE PREVENTION: PERMIT GUIDE

James Gerren, P.E., Assistant Director

Fire Service Mains and Department Access for Commercial Properties

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Permit for the installation of fire department access roads and new private fire service mains and their appurtenances per Section 105.7.19 of the Clark County Amendments to the 2018 International Fire Code (IFC).

APPLICABLE CODES:

- Fire apparatus access roads are enforced per Section 503 of the IFC, 2018 Edition, as adopted by Clark County Fire Code Amendments and appendices C and D.
- Fire protection water supplies shall be in accordance with IFC Section 507 with Clark County Amendments and appendices B, C and D. Design per the 2016 edition of NFPA 24-*The Standard for the Installation of Private Fire Service Mains and Their Appurtenances*.

Link to CCFD 2018 IFC Amendments:

https://cms8.revize.com/revize/clarknv/Building%20&%20Fire%20Prevention/Codes/ClarkCounty_FireCodeAmendments2018.pdf?t=1598331770575&t=1598331770575

SUBMITTAL REQUIREMENTS:

1. **PLANS:** To be designed to scale and sized 30" x 42" saved to a .PDF file. Plans shall include all information applicable to project per NFPA 24 2016 Edition Section 4.1.3. and the CCFC-Appendix D.
2. **Plans to be SEALED by a State of Nevada registered Civil Engineer** and bear the signed and dated seal on each page to be approved.

WAYS TO SUBMIT:

1. **ELECTRONIC SUBMITTAL:** Electronic Plans can be uploaded via the Clark County Citizen Access Portal <https://citizenaccess.clarkcountynv.gov/CitizenAccess/Default.aspx>

COMMUNICATION:

Once your plans are submitted you will receive a permit number (example= FP20-00000). Plan status can be viewed by logging into your account in the citizen access portal and typing in your permit number. <https://citizenaccess.clarkcountynv.gov/CitizenAccess/Default.aspx>

CONTACT PERSON ON APPLICATION: Ensure the correct contact person on the application is provided as this will be the person who receives all the email updates on the permit status once plan is submitted.

ADDITIONAL INFORMATION NEEDED: If you receive this request Fire Intake has reviewed your submittal and there is additional action needed for the plan to be placed back in the Review Queue.

PLANS APPROVED: Once plans are approved, and fees are verified; an email will be sent to the contact person. In order for inspections to be scheduled any outstanding **fees** will need to be paid.

PLANS- CORRECTIONS REQUESTED: Once corrections are issued an email will be sent to the contact person. Customer will log in to citizen access portal and download Redlined plans for comment.

FIRE PLAN REVIEW STAFF CONTACT LINK:

https://files.clarkcountynv.gov/clarknv/Building%20&%20Fire%20Prevention/Phone/WEBSITE%20PHONE%20LIST_Fire%20Prevention.pdf?t=1616562454375&t=1616562454375

RE-SUBMITTALS AND REVISIONS:

1. **CORRECTIONS:** Corrections will be submitted using the citizen access portal. A letter describing the changes shall be provided with your revised submittal. **Please Note:** The Redlined plans are already in the file and do not need to be uploaded again.
2. **REVISIONS:** If plans are revised after approval; revisions will need to be submitted and approved prior to **FINAL** sign off. Revisions will be submitted the same way as the original (See Ways to Submit above). Include the following with the
3. revision.
 - All changes are to be **clouded and keyed** to Plan Revision# (FP20-00000-R001).
 - A revision letter shall also be provided indicating what changes were made and where they occur.
 - A copy of the original approved plans is to be included.

PLEASE NOTE:

1. There are multiple plan review service levels available depending on scope of work and fees paid, subject to staff availability. The desired service level is chosen at the time of submittal. Depending on staffing levels, one or more of the service levels may not be available. Based on the accepted service levels, an expected plan review due date is established. Plans are reviewed in order by expected due date. Note that due dates are not guaranteed.

SUBMITTAL SERVICE LEVEL OPTIONS/FEE SCHEDULE:

https://www.clarkcountynv.gov/government/departments/building_fire_prevention/permit_issuance/fees.php

INSPECTION OPTIONS/INSPECTION SCHEDULING:

https://www.clarkcountynv.gov/government/departments/building_fire_prevention/inspection/schedule_an_inspection.php