



Beverly Hills Fire Department Fire Sprinkler Plan Review for Tenant Improvements

Purpose:

The purpose of this document is to provide a guideline that identifies the common information and requirements necessary for the review and approval of commercial fire sprinkler plans for tenant improvements.

Scope:

This guideline is applicable to all commercial buildings fire sprinkler systems according to NFPA 13 and BHMC. Tenant improvement plans shall conform to this guideline. All fire sprinkler plans shall be submitted for review and approved prior to any work on the system. This guideline is based on the requirements from NFPA 13, 2022 edition and the current edition of the California Fire Code.

Guidelines:

1. The following Project Information shall be provided on the plans for approval:

- a. Site location
- b. Vicinity Map
- c. Occupant/Business Name
- d. Owner name
- e. Contractor Name
- f. Stamped C-16 License number

2. The following Design Criteria shall be incorporated into the plans for approval:

- a. Occupancy classification
- b. Hazard Classification
- c. Sprinkler design density and area of sprinkler operation
- d. Allowable area of coverage per sprinkler head and max distance to wall.
- e. Any special rules being used in installation. (small room rule, etc.)
- f. Room and Area Identification/Use
- g. Square Footage of area under construction / improvement.
- h. Scope of work
- i. Current Code References
- j. Any ceiling pockets or skylights shall be indicated on plans with a side elevation and measurements/dimensions.
- k. Provide static pressure reading from base of riser or floor in which work is being conducted.
- l. If newly installed sprinkler heads are installed in same compartment of existing, provide cuts sheets on existing and new sprinkler heads to verify compatibility of sprinkler head and design characteristics.
- m. Provide ceiling height information on plans.
- n. Soffits, overhangs and or obstructions shall be indicated on plans with dimensions and shall comply with NFPA 13 requirements.
- o. Indicate obstructed and/or unobstructed construction areas to indicate proper protection per NFPA 13.

(Open ceiling layouts shall have side elevations indicating beam depths and head placement.)

p. Indicate areas that have combustibles concealed spaces and indicate proper protection per NFPA 13.

q. Indicate on plans if installation of underground is part of fire sprinkler company's scope of work. If not, provide note on plans indicating, "underground will be submitted and approved on a separate permit and conducted by others."

r. Provide cut sheets for new sprinkler heads being installed. Existing sprinkler heads cut sheets may need to be provided to verify compatibility with new sprinkler heads. (unless all heads are replaced)

3. The following General Notes shall be placed on the plans:

a. Existing fire sprinkler heads removed from system shall not be reused.

b. The system shall be designed and installed in accordance with NFPA 13 2022 edition, CFC 2022 and BHMC.

c. Sprinkler plans shall be approved prior to installation of any pipe. A set of approved plans shall be maintained at all times at the construction site. Installing fire sprinklers without permits can have penalty fees assessed.

d. Provide proof of current 5-year certification to fire sprinkler system. (if applicable and owner responsibility)

e. Higher temperature heads are required in concealed spaces, Mechanical, Electrical, Equipment Rooms, Saunas or similar use areas per NFPA 13 requirements.

f. Existing fire sprinkler system will have a permanently affixed signs to all required locations (indicating its function.)

g. All fire sprinkler control valves shall be locked in the open position.

h. A stock of spare fire sprinklers of each style, type and temperature rating along with a spare head wrench shall be located at the main system riser other approved location. Updated fire sprinkler head inventory shall be posted in sprinkler head box.

i. All fire sprinklers shall be installed at a minimum distance of 4" from any wall and a minimum distance as required per manufacture between any two fire sprinklers.

j. All products used in the installation shall be listed by a nationally recognized testing laboratory for service in a fire protection system or products shall be subject to acceptance by the Beverly Hills Fire Department, prior to installation.

k. The installer shall perform all required acceptance tests in the presence of the fire inspector.

l. Contact your assigned inspector that is stamped/indicated on the plans.

m. Any significant alternations, modifications or additions to the approved plans may require a resubmittal, per discretion of field inspector. If calculations are affecting the original design of the existing system a resubmittal and approval shall be required. All resubmittals and approvals shall be obtained prior to final or discretion of filed inspector.

n. All sprinkler pipe shall not be painted prior to rough inspection.

o. All ceilings in the general scope of area shall remain exposed until the rough/bracing inspection has been completed. Ceilings covered up prior to inspection will be required to be exposed and the responsibility of contractor.

p. Existing non approved pipe, sprinkler heads or materials (discontinued or recalled) shall not be reused. It shall be replaced with approved listed equipment per NFPA 13.

q. Surface mounted fixtures placed on the ceiling creating an obstruction to fire sprinklers, shall comply with NFPA 13 requirements.

r. Sprinklers located near horizontal or vertical diffusers or vents shall be intermediate temperature.

s. Sprinkler contractor shall evaluate existing areas (including areas outside scope of work), to verify adequate coverage, placement, design and installation per NFPA 13 standards.