



Nevada State Fire Marshal Plan Review for the City of West Wendover

What is this Handout?

The purpose of this handout is to outline the process of submitting plans that require a fire review within the City of West Wendover. These reviews are performed by West Coast Code Consultants, Inc. (WC³) on behalf of the City and the Nevada State Fire Marshal (SFM). The following handout outlines what is required prior to submitting plans for review. Following this outline will ensure that your project will be reviewed in the shortest time possible.

Submittal Requirements

The plans and documents submitted for review must include enough information to show compliance with all pertinent non-structural code requirements based on type of construction, use and occupancy, fire-resistive construction, etc. In addition, all submittals must be appropriately stamped, signed and dated in accordance with Nevada's Revised Statutes (i.e. Architects – NRS 623, Contractors – NRS 624, Engineers – NRS 625).

The following lists the minimum submittal requirements for building plan submittals, fire sprinkler submittals, and fire alarm submittals:

- **Building Plan Submittals:**
 - Building Code Analysis: This must include the type of construction, use groups, occupant loads, etc.
 - Site Plan: Showing proximity to property lines, other structures, fire hydrants, fire apparatus access (including turn-arounds), access to building and public ways, required fire flow (per IFC Appendix B), etc.
 - Floor & Roof Plan(s)
 - Exterior Elevations
 - Appropriate Details: For wall, floor, and roof construction.
 - Fire-Rated Construction: Appropriate listings and details for all fire resistive construction (i.e. walls, floor/ceiling, roof/ceiling, windows, doors, dampers, etc.)
 - Mechanical Drawings: Must include sizes (i.e. CFM and BTU) of HVAC equipment, location and installation details of fire/smoke dampers and hood and duct systems, specify hood and duct installation clearances, etc.
 - Electrical Drawings: Must include emergency lighting/power systems and equipment shutdown controls.
 - Hazardous Materials Management Plan (HMMP): This is required for projects that will include the storage or use of hazardous materials.



- **Fire Sprinkler Submittals:**
 - Fire Sprinkler Plans
 - Hydraulic Calculations
 - Sway Bracing Calculations
 - Material Specifications

- **Fire Alarm Submittals:**
 - Fire Alarm Plans
 - Material Specifications

Plan Review Fee

The plan review fee is taken from the SFM Fee Schedule (see attached) and is based on the project valuation. For fire sprinkler submittals, fire alarm submittals, or tenant finishes the valuation is taken as the Contractor's actual bid. For non-tenant finish building plan submittals the valuation is taken obtained using the International Code Council's current "Building Valuation Data" (BVD). All plan review fees must be paid to WC³ prior to obtaining a permit from the City. The current BVD can be reviewed at the following website:

<https://www.iccsafe.org/codes-tech-support/codes/code-development-process/building-valuation-data/>

How to Submit

Initial submittals are to be provided to WC³ electronically. Please send PDFs of all submittal documents to permitdeskutah@wc-3.com or larger files can be submitted using an FTP site, DropBox link, or other method.

Review and Approval Process

The initial review will be completed within ten (10) business days. Follow-up reviews are typically completed within five (5) business days. When the initial review is complete, the building official, fire official, and permit applicant will receive an email notification from WC³ with a letter of compliance attached or a letter with plan review comments that will need to be resolved. A written response must be provided to each plan review comment in addition to any necessary plan revisions or supplementary information.

Once all comments have been addressed and the project can be approved, WC³ will place our review stamp on the electronic documents, protect the documents to allow printing only, and then the applicant must bring two hard copies of these approved documents to the City for the issuance of a building permit. One copy will remain with the City while the other copy must remain on the jobsite throughout construction.



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City of West Wendover – Fire Review Application

All information on this application must be completed.
Use “N/A” for non-applicable items.

PROJECT NAME & ADDRESS:

PROJECT TYPE:

(i.e. Building Submittal; Fire Sprinkler; Fire Alarm; High-Piled Storage; etc.)

PROJECT AREA (SQ. FT.)

BUILDING USE:

OCCUPANCY TYPE:

CONSTRUCTUION TYPE:

PROJECT VALUATION:

PERMIT APPLICANT:

ADDRESS:

CITY/STATE/ZIP:

EMAIL:

PHONE:

PROPERTY OWNER:

ADDRESS:

CITY/STATE/ZIP:

EMAIL:

PHONE:

CONTRACTOR:

LICENSE:

ADDRESS:

CITY/STATE/ZIP:

EMAIL:

PHONE:

By signing and submitting this application I acknowledge that all work will be performed in compliance with the codes and standards adopted by the Nevada State Fire Marshal Division through NAC 477.281, as may be amended by NAC 477.283. Furthermore, all work will be completed by contractors and/or employees licensed through either the Nevada State Fire Marshal Division and/or the Nevada State Contractor’s Board, as applicable by NAC 477.300 and NRS 624.020.

APPLICANT SIGNATURE:

DATE: