

 <p>CRFD</p>	Castle Rock Fire and Rescue Department
	<i>LIFE SAFETY DIVISION GUIDELINE</i>
	Subject: Scope of work requirements- Sprinkler system Date initiated: 02-02-2016 Date revised:
Approved: Richard Auston, Division Chief of Life Safety Division	

APPLICABLE CODES AND STANDARDS:

- National Fire Protection Association (NFPA) 13, Current Edition
- International Fire Code (IFC), Edition 2012

INTENT:

The intent of this document is to establish the basic guidelines pertaining to the requirements for modifications to an existing commercial fire suppression system of 20 heads or less.

SCOPE:

The scope of this document is to provide the necessary steps to submit the proper information for a scope of work permit on modifications to an existing commercial fire suppression system.

DEFINITIONS:

- CRFD: Castle Rock Fire and Rescue Department
IFC: International Fire Code

ATTACHMENTS:

- 1) None

RESPONSIBILITY:

It is the responsibility of the Life Safety Division to complete a review of these changes to these systems with an understanding of the fire code requirements by following this guideline.

PROCESS REQUIRED:

To: Commercial Fire Suppression Contractor

You have requested information regarding the modification of an existing commercial fire suppression system. Per the IFC as amended and adopted by the Town of Castle Rock, section **901.3.1 Relocations** and additions to existing sprinkler systems of **less** than 20 sprinkler heads reads as follows:

1. Any addition or change to existing commercial sprinkler systems that involve 20

sprinkler heads or less will not require the submittal of plans or calculations to the Life Safety Division.

2. Any additions or changes to existing commercial sprinkler systems that involve 20 sprinkler heads or less will require a letter from the State of Colorado licensed sprinkler contractor addressed to the CRFD that states:
 - a. All work performed will be completed by the licensed sprinkler contractor indicated on the company letterhead, and
 - b. The hydraulic supply to the system in this area will be sufficient and that no hydraulic overloading exists, and
 - c. The system will be installed in accordance with all applicable local and national standards (e.g., the current edition of the International Fire Code, Building Code, as amended and adopted by the Town of Castle Rock, and NFPA 13 and other applicable standards), and
 - d. The scope of the work being conducted, including the building name and address as well as the interior location, and
 - e. The number of sprinkler heads being relocated and/or installed, and a time schedule for start and completion of the project.
3. This policy does **NOT** apply to spray booths, NFPA 13D, and 13R systems, special applications systems, or other special stipulations previously mandated and required by the Life Safety Division.
4. For the systems listed above, no inspection is required, unless a special request is made or the Fire Prevention Officer elects to make a quality control inspection.
5. Systems comprising of more than 20 sprinkler heads must conform to all local and state standards including, but not limited to, plan submittals, permits and other requirements.
6. All information can be submitted to FPO@CRGOV.COM