SUBMITTAL REQUIREMENTS: Automatic Sprinkler and Standpipe System

Codes and Standards Used in the Review Process:

- North Carolina Fire Code
- North Carolina Building Code
- Applicable NFPA standards including but not limited to NPFA 13 and NFPA 14

Submitting Plans:

1. Visit http://winston-salem.idtplans.com. If you have never used the IDT system before, you will need to create an account by clicking the Sign Up button.
2. Sign in using your email address and the password you created.
3. Click on the Submit a Project for Review button.
4. Select the correct application type, then follow the steps to complete the online permit application, upload your files, pay your fees, and confirm your submission.

Submittal Requirements:

- BUILDING PERMIT NUMBER – If the project is associated with a building permit number, that permit number must be provided in the online application.
- FLOOR PLAN -- Provide a scaled, detailed floor plan. Preferred scale is 1/8 inch equals 1 foot. The scale must be indicated on the plans. The floor plan shall also indicate the system designer and the date of the design. An elevation view must also be provided.
- PROJECTS INVOLVING LIMITED SCOPE -- If the scope of the project is limited to a specific area, identify that area. Otherwise, all areas shown will be considered part of your project.
- COMMODITIES PROTECTED -- Identify the commodity classification(s) being protected. A description of the exact commodity and height must also be included. Storage configurations must also be described.
- UNPROTECTED SPACES -- Indicate the locations of any areas not protected by sprinklers.
- PROTECTION AREAS -- Provide calculations for the square footage of each riser’s protection area. Protection zones for standpipe connections shall be designed in accordance with NFPA 14 and other applicable requirements.
- SYSTEM COMPONENTS -- Provide descriptions and specifications (including cut sheets) for all system components including pipe sizes and sprinkler head information.
• SYSTEM DESIGN -- Indicate the specific type(s) or classification(s) of system(s) being installed.

• FIRE DEPARTMENT CONNECTIONS -- Indicate that all new or replaced FDCs are provided with four-inch Storz connections and 30-degree downturns. Remote FDC installations are generally preferred.

• HOSE THREADS -- Indicate that all new or replaced hose connections (other than FDCs) are provided with National Standard thread patterns.

• LOCKING CAPS -- Indicate that all FDCs and standpipe connections will be secured using Knox locking caps.

• HYDRAULIC CALCULATIONS -- Provide hydraulic calculations for the system, including calculations for any modifications to a system previously designed using hydraulic calculations.

• EXCEPTION TO HYDRAULIC CALCULATION REQUIREMENTS – Hydraulic calculations will not be required if a project meets all of the following.
  o The project involves no more than 20 sprinkler heads being added, relocated, or replaced.
  o The project is limited to either light or ordinary hazard areas.
  o None of the work may involve the remote area used for hydraulic calculations.
  o The project cannot be part of phased-in work if the total number of heads affected in all phases is more than 20 heads.
  o A hydrostatic report (working pressure only) and letter of certification must be provided at the time of final inspection.

• This is not an all-inclusive list; additional information may be required prior to approval.

Once your sprinkler/standpipe project is approved…

• Follow all instructions provided in plan review comments at http://winston-salem.idtplans.com.

• Access the approved, stamped plans at http://winston-salem.idtplans.com and utilize only these plans for your project. If revisions are required, submit revisions for approval. A copy of approved, stamped plans shall be maintained on site.

• If underground work is part of the project, ensure fire code officials conduct an inspection of the work before covering, and ensure fire code officials witness a flushing of the underground lines prior to making connections.

• If concealed work is part of the project, ensure fire code officials conduct a rough-in inspection before concealing.

• A letter of certification is required prior to final inspection or at the time of final inspection.

• If the project is associated with a building permit, coordinate with the general contractor regarding the scheduling of the final inspection by fire code officials. The general contractor is responsible for requesting the inspection.

• If the project is not associated with a building permit, schedule a final inspection by fire code officials once the work is complete.