

City Of Largo

SIMPLIFIED PERMITTING PROCESS FOR FIRE SPRINKLERS PER FLORIDA STATUTE 553.7932 AND 663.102 20 OR FEWER FIRE SPRINKLERS - CHECKLIST

Required Forms:

- A Notice of Commencement must be recorded if the job exceeds \$5,000.
- Only an appropriately licensed contractor may apply.
- The contractor must be registered in the Largo Citizen Access Portal (LCAP).
- Scope of work being performed.

Required Permit Applications:

Select the appropriate permit from the list below:

- Commercial Fire Sprinkler Permit – SIMPLIFIED
- Residential Fire Sprinkler Permit – SIMPLIFIED

Permit Review Stops:

- **Building Division** – Confirm all required forms are submitted and application is properly completed prior to permit issuance. A permit will not be issued if the application is not submitted correctly.
- **Fire** - Plans are not required as a condition to obtain a permit.
- If plans are not submitted with the permit application, they must be digitally attached to the permit after it has been issued, and a paper copy of the plans must be on-site at the time of inspection.
- If digital plans are submitted with permit application, they will be reviewed in advance and comments provided.
- If the job is strictly replacing/modifying existing devices without relocating; the minimum documents required will be scope of work and specification sheets for all affected devices.
- If the job consists of adding or relocating devices, then a set of plans will be required.

Information for Permit:

- This permit is only for fire sprinkler alteration projects involving 20 or fewer sprinklers that have the same K- factor (relating to discharge rates from sprinkler heads) and does not change a hazard classification or an increased system coverage area, or the installation or replacement of an equivalent sprinkler system component in an existing commercial, residential, apartment, cooperative, or condominium building.
- “Component” means valves, fire sprinklers, escutcheons, hangers, compressors, or any other item deemed acceptable by the local enforcing agency. For purposes of this document, a valve does not include pressure- regulating, pressure-reducing, or pressure-control valves.
- “Contractor” means a person who is qualified to engage in the business of fire protection system contracting pursuant to a license or certificate issued by the State Fire Marshal.
- A Contractor I or II may design the alteration of an existing fire sprinkler system if the alteration consists of the relocation or deletion of 249 or fewer sprinklers, and the addition of 49 sprinklers, as long as the cumulative total number of fire sprinklers being added, relocated, or deleted does not exceed 249.
- While submittal of plans or specifications are not required as a condition of obtaining a permit for a fire sprinkler system project that meets the parameters of FSS 553.7932(1)(d), FSS 553.7932(5)(b) requires a contractor to keep a copy of the plans and specifications, along with the permit, at the fire sprinkler system project worksite and make such plans and specification available to the inspector at each inspection.
- A contractor may commence work authorized by the permit immediately after submission of a completed application.

Prior to inspection:

- For any fire sprinkler system project involving the installation or replacement of a component:
 - If plans are required for the inspection they must be digitally attached to the permit and a paper copy of the plans must be on-site at the time of inspection.
 - The contractor must attach a copy of the manufacturer’s installation instructions and any relevant testing instructions necessary for certification or acceptance of the component to the permit.
 - A copy of these documents must be kept on-site at the project location.
 - The contractor must make the documents available to the inspector during each inspection.

Inspection:

- An inspection will be scheduled within 24 hours after an approved request through the LCAP. An inspection cannot be scheduled if there is an outstanding prerequisite requirement.
- Once the inspector for the Fire department has approved the paper plans at the job site, they will be digitally stamped as approved by LFR and the permit will be finalized as complete.
- If the plan review fails, a resubmitted corrected set of plans will be required to be attached to the permit and a paper copy of the plans must be on-site at the time of re-inspection.

Please Note:

- If a fire sprinkler project does not meet the parameters of FSS 553.7932, a regular Fire Sprinkler System permit will be required.