



Building Division  
 306 NE 6<sup>th</sup> Ave, Bldg B  
 Gainesville, FL 32601  
 Ph: 352-334-5050

Email: [building@gainesvillefl.gov](mailto:building@gainesvillefl.gov)

## Fire Sprinkler Checklist

This checklist is for the design, construction and installation of a fire sprinkler system. The submittal must include the following items and show compliance with the current edition of the Florida Building Code (FBC), National Electrical Code, and NFPA 13, NFPA 13D, and/or NFPA 13R.

### GENERAL REQUIREMENTS:

<input type="checkbox"/>	<b>PERMIT APPLICATION</b> – Apply online at <a href="http://www.PermitGNV.com">www.PermitGNV.com</a> - Do not upload construction documents to PermitGNV. All construction documents must be submitted to ProjectDox for review, which you will receive access to <u>after</u> the permit application is applied for and paid.
<input type="checkbox"/>	<b>SUBMITTAL QUALITY</b> – <ul style="list-style-type: none"> <li>• File names must clearly identify the content and/or be named with the sheet number and title.</li> <li>• All files must be clear &amp; legible. “Optional” details must be marked off or voided, if not used.</li> <li>• All files must be orientated properly w/out requiring further rotation to read.</li> <li>• All files must have a 4" x 4" blank area at the top-right corner of the page reserved for City Seal.</li> <li>• Drawings must include owner's name &amp; project address.</li> <li>• Drawings must be drawn to an approved scale or show the dimensions of all rooms/areas.</li> <li>• Drawings must be submitted as individual files. Min. drawing sheet size 11"x17" - No Max.</li> </ul>
<input type="checkbox"/>	<b>DESIGNER OF RECORD</b> - Designer’s name, signature, and license number (if applicable) must be shown on the drawings. If created by a licensed architect or engineer, the drawings and documents must be digitally signed as required by Florida Statute.

### SUBMITTAL REQUIREMENTS:

<input type="checkbox"/>	Fire sprinkler plans submitted for building permit issuance must identify how the project complies with section 105.3.1.2 of the Florida Building Code, or shall be signed and sealed by a state registered engineer and provide all of the information identified in section 61G15-32.004 of the Florida Administrative Code.
<input type="checkbox"/>	Fire sprinkler plans submitted for issuance of the fire sprinkler permit shall comply with any previously approved fire sprinkler engineering documentation that was submitted with the plans for the building permit. If prepared by a licensed contractor, these documents do not require the seal of a Florida licensed engineer. If prepared by a licensed engineer other than the engineer who prepared, signed, dated, and sealed the Fire Protection System Engineering documents, that engineer shall additionally meet the requirements of Rule 61G15-27.001, F.A.C., Procedures for a Successor Professional Engineer Adopting as His Own the Work of Another Engineer.
<input type="checkbox"/>	Fire sprinkler plans submitted for issuance of the fire sprinkler permit shall provide ALL information identified in section 27.1.3 of NFPA 13. Where engineering documentation was not previously provided, the plans shall be accompanied by a copy of the Owner’s Certificate required by section 4.2 of NFPA 13.
<input type="checkbox"/>	Provide hydraulic calculations supporting pipe sizing. This should include pipe sizes, pipe lengths, number and types of fittings, densities, piping arrangement, Hazen-Williams C-factors, elevations, and water flow availability.
<input type="checkbox"/>	Provide exact specifications for any specialized devices or equipment which will have an effect of the fire sprinkler hydraulic calculations.
<input type="checkbox"/>	Provide submittal data for all devices being installed.