



**Oklahoma State Fire Marshal**  
P.O. Box 36690  
Oklahoma City, Oklahoma 73136-2690  
(405) 522-5005 | [www.oklahoma.gov/fire](http://www.oklahoma.gov/fire)

## **FIRE SPRINKLER PLAN SUBMITTAL CHECKLIST**

The following is a list of requirements for all fire sprinkler plan submittals. Any information that is not provided will result in the plans being denied and or disapproved which will incur a full resubmittal application and incur all associated plan review fees. It is the responsibility of the applicant to provide the required information herein.

**IFC 901.2 Construction Documents** - the Fire Code Official shall have the authority to require construction documents and calculations for all fire protection systems and to require permits be issued for the installation, rehabilitation, or modification of any fire protection system. Construction documents for fire protection systems shall be submitted for review and approval prior to system installation.

**NFPA 13 23.1.3** - Working plans shall be drawn to an indicated scale, on sheets of uniform size, with a plan of each floor, and shall show those items from the following list that pertain to the design of the system:

- Name of owner and occupant.
- Location, including street address.
- Point of compass.
- Full height cross section or schematic diagram, including structural member information if required for clarity and including ceiling construction and method of protection for nonmetallic piping.
- Location of partitions.
- Location of fire walls.
- Occupancy class of each area or room.
- Location and size of concealed spaces, closets, attics, and bathrooms.
- Any small enclosures in which no sprinklers are to be installed.
- Size of water main in road or street and whether dead end or circulating; if dead end, direction and distance to nearest circulating main; and water main test results and system elevation relative to test hydrant.
- Other sources of water supply, with pressure or elevation.
- Make, type, model, and nominal K-factor of sprinklers, including sprinkler identification number.
- Temperature rating and location of high-temperature sprinklers.
- Total area protected by each system on each floor.
- Number of sprinklers on each riser per floor.
- Total number of sprinklers on each dry pipe system, preaction system, combined dry pipe–preaction system, or deluge system.
- Approximate capacity in gallons of each dry pipe system.
- Pipe type and schedule of wall thickness.
- Nominal pipe size and cutting lengths of pipe (or center-to-center dimensions). Where typical branch lines prevail, it shall be necessary to size only one typical line.



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- Location and size of riser nipples.
- Type of fittings and joints and location of all welds and bends. The contractor shall specify on drawing any sections to be shop welded and the type of fittings or formations to be used.
- Type and locations of hangers, sleeves, braces, and methods of securing sprinklers when applicable.
- All control valves, check valves, drain pipes, and test connections.
- Make, type, model, and size of alarm or dry pipe valve.
- Make, type, model, and size of preaction or deluge valve.
- Kind and location of alarm bells.
- Size and location of standpipe risers, hose outlets, hand hose, monitor nozzles, and related equipment.
- Private fire service main sizes, lengths, locations, weights, materials, point of connection to city main; the sizes, types and locations of valves, valve indicators, regulators, meters, and valve pits; and the depth that the top of the pipe is laid below grade.
- Piping provisions for flushing.
- Where the equipment is to be installed as an addition to an existing system, enough of the existing system indicated on the plans to make all conditions clear.
- For hydraulically designed systems, the information on the hydraulic data nameplate.
- A graphic representation of the scale used on all plans.
- Name and address of contractor.
- Hydraulic reference points shown on the plan that correspond with comparable reference points on the hydraulic calculation sheets.
- The minimum rate of water application (density or flow or discharge pressure), the design area of water application, in-rack sprinkler demand, and the water required for hose streams both inside and outside.
- The total quantity of water and the pressure required noted at a common reference point for each system.
- Relative elevations of sprinklers, junction points, and supply or reference points.
- If room design method is used, all unprotected wall openings throughout the floor protected.
- Calculation of loads for sizing and details of sway bracing.
- The setting for pressure-reducing valves.
- Information about backflow preventers (manufacturer, size, type).
- Information about listed antifreeze solution used (type and amount).
- Size and location of hydrants showing size and number of outlets and if outlets are to be equipped with independent gate valves. Whether hose houses and equipment are to be provided, and by whom, shall be indicated. Static and residual hydrants that were used in flow tests shall be shown.
- Size, location, and piping arrangement of fire department connections.
- Ceiling/roof heights and slopes not shown in the full height cross section.
- Edition year of NFPA 13 to which the sprinkler system is designed.



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**NFPA 13 4.3 Owner's Certificate** – the owner(s) of a building or structure where the fire sprinkler system is going to be installed or their authorized agent shall provide the sprinkler system installer with the following information prior to the layout and detailing of the fire sprinkler system

**NFPA 13 23.1.4** – A signed copy of the owner's certificate and the working plan submittal shall include the manufacturer's installation instructions for any specially listed equipment, including descriptions, applications, and limitations for any sprinklers, devices, piping, or fittings.

**NFPA 20 – Fire Pumps 4.2.3** – A complete plan and detailed data describing pump, driver, controller, power supply, fittings, suction and discharge connections, and liquid supply conditions shall be prepared for approval.

- Plans shall be drawn to an indicated scale, on sheets of uniform size, and shall indicate, as a minimum, the items from the list detailed in NFPA 20 - 4.2.3. that pertain to the design of the system.

**NFPA 22 – Standard for Water Tanks** – The information submitted for water storage tanks shall include the following outlined by NFPA 22 4.6.2.2.

**In addition to the items noted above, the Oklahoma State Fire Marshal's Office also requires the following on the plans:**

- Sprinkler Contractor's name, address and Oklahoma License number
- Full name of designer(s) (no abbreviations)
- Vicinity map (showing location of project)
- Plans must be computer/CAD designed to a recognized industry scale OR no smaller than 1/8" = 1 foot. Plans shall show sufficient detail to fully indicate the nature and scope of work to be performed. Plans must be original design from the fire sprinkler company and not be the building designer/architect's plans or contain architects seals/information. Hand drawn plans will not be accepted.
- Work on existing systems or additions to existing systems shall be provided with a Scope of Work Letter on what is being done.
- Designed by a minimum of NICET III Certification or Professional Engineer with discipline in fire protection. NICET stamp must be provided on plan sheets.

**VERIFY that your plans meet the above requirements as outlined above. These are not new requirements to this industry. It is your responsibility as the contractor and or designer to verify your plan design meets the requirements as indicated in the applicable codes and standards, to include any additional requirements by the State Fire Marshal's Office.**

**Failure to adhere or follow the requirements will cause the submittal application to be disapproved and cause further delays.**