



Sparks Fire Department

1605 Victorian Avenue
Sparks, NV 89431
(775) 353-2266

SparksFPB@cityofsparks.us

Sparks Building & Safety

431 Prater Way
Sparks, NV 89431
(775) 353-2306

permitdesk@cityofsparks.us

Fast Track Plan Review Submittal Requirements

The Sparks Fire Department "Fast Track program" is designed to expedite the turnaround time for review of simple construction documents. This will be done on a first come, first served basis. There are 6 time slots available on a weekly basis (8:00, 8:30, 9:00, 9:30, 10:00, 10:30 Tuesday mornings). To take advantage of this option, apply for a permit at the Sparks Building & Safety Division or online at www.onenve.us then call the Fire Prevention Bureau at 775-353-2266 to schedule a Fast Track plan review meeting. The permit number will be required in order to schedule an appointment and needs to be applied for by end of day on Friday to be eligible for an appointment on the following Tuesday morning.

Applications for Fast Track Permits will only be processed if the proposed project meets the Fast Track Permit Fire Plan Review submittal requirements listed below.

Submittal Requirements for "Fast Track" Fire Plan Checking:

1. Two sets of plans will be submitted with the appropriate fire sprinkler/alarm/fire flow application including the following:
 - a. Site Plan with location of work
 - b. Construction documentation or manufacturer specifications meeting current AHJ adopted codes and standards
 - c. Letter defining the scope of work for all communicators
 - d. N.I.C.E.T. level II or engineer stamp per NRS Chapter 625
2. The work being done must not be associated with paint booths, racking/shelving, or any other business or activity which stores or produces hazardous materials.
3. The plan reviewer must be able to review the plans within 30 minutes.
4. At any time, if the reviewer feels that plans cannot meet the conditions for a Fast Track plan review, the plans will be logged into the regular fire plan review process and reviewed in the order they are received.
5. All fire alarm and sprinkler plans must be N.I.C.E.T. stamped or include the N.I.C.E.T. Level II certification letter.

Plans eligible for a Fast Track plan review:

- 1 – 20 sprinkler heads that do not impact calculations
- 1 – 5 fire alarm notification or initiating devices
- Change in Fire Alarm Communicator (cellular)
- Emergency Fire Alarm Panel Replacement
- Fire flow/Hydrant placement