

# TAHOE DOUGLAS FIRE PROTECTION DISTRICT

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## Plan Review Process and Submittal Requirements

The following types of review are conducted by the Tahoe Douglas Fire District:

- 1) Level I: also known as a Pre-TRPA review.  
This review evaluates adequacy of defensible space, revegetation plans and fire department access. Review of roofing and siding materials can be incorporated in this phase. Submittal should include site plan showing location of trees and brush, access roads/driveways, and elevations. The use of standardized defensible space instruction blocks is highly encouraged. A minimum of two sets of plans should be submitted, TRPA requirements may require more than two sets\*. See [www.zephyrfiresafe.org](http://www.zephyrfiresafe.org) for more information. **No Fee**
- 2) Level II: Pre-building permit – single family dwellings (SFD) and SFD additions.  
This review includes a review of roofing and siding if not reviewed during Level I review as well as smoke alarm placement within residences. Submittal should include site plan, elevations showing roofing and siding materials and electrical plan showing placement of smoke alarms. Instruction block should be included specifying smoke alarm installation requirements for both flat and pitched ceilings as applicable. A minimum of two sets of plans should be submitted\*. **No Fee**
- 3) Level III: Fire Protection Systems, commercial projects including multi-family dwellings and tenant improvements. Submittal should include site plan, elevations, floor plans, pitched ceiling should include reflected ceiling plan if a fire sprinkler system is required or present. A minimum of three sets of plans should be submitted. Supporting documents such as hydraulic calculations and cut sheets shall accompany submittals as necessary. A minimum of three sets of plans should be submitted\*. **Fee charged** according to TDFPD plan review fee schedule. This fee must be paid in full at the time of submittal.

**\*The Fire District will retain a set of plans for all submittals.** The Fire District makes every effort to review plans in an expedient manner, however the project proponent should plan on a turnaround time of 10 business days

PURSUANT TO TITLE 20 OF DOUGLAS COUNTY CODE Section 20.820.030B

*All plans, specifications, reports and other documents prepared by a registered professional must be stamped or sealed and wet signed in accordance with Title 20 and state law. The architect or engineer of record shall take responsibility for all architectural components and must wet stamp and sign all associated plans.*

**All Architects, Engineers, and Contractors shall be licensed in the State of Nevada**

## Application Submittal Requirements

### Level I: Pre-TRPA

The following guidelines are to be used for all submittals to the Fire District for the Defensible Space Landscape plans and Fire Department Access Plans for Fire District pre-approval of building permits before they are submitted to TRPA. **All information for Defensible Space and Fire Department Access can be combined onto the same sheet.**

#### Defensible Space-

- Minimum 18" X 24" sheet
- No larger than 2' contour lines
- All current and proposed structures on the property must be indicated
- All property boundaries must be indicated
- Scale indicated
- North indicated
- Trees and vegetation taller than 3' must be indicated, trees should specify size in DBH.
- Individual plants or brush fields 20 square feet or larger in area must be indicated
- Drip lines of trees should be indicated
- Roads and driveways in and abutting the property must be indicated
- List of common names of existing and proposed vegetation within 30' of the structure.
- Height of proposed structure
- The use of combustible mulches as a blanket groundcover is not permissible.

#### Fire Department Access-

- Minimum 18" X 24" sheet
- No larger than 2' contour lines
- All current and proposed structures on the property must be indicated
- All property boundaries must be indicated
- Scale indicated
- North indicated
- All roads and driveways in and abutting the property must be indicated
- Roads and driveways inside the property boundaries must indicate slope
- Any current or proposed fire hydrants on the property must be indicated.

## **Application Submittal Requirements**

### **Level II: Pre-building permit for Single Family Dwellings and SFD additions**

- An accurately dimensioned plot/site plan, north arrow and scale provided
- Design/code criteria providing construction type, square footage and required separations.
- Electrical plan showing smoke alarm placement
- Instruction block should be included specifying smoke alarm installation requirements for both flat and pitched ceilings as applicable
- Elevations including description of proposed siding materials and roofing materials (Note: all roofing must be “stand alone” class A rated, the use of shingle siding is limited by ordinance)

### **Level III: Fire Protection Systems, commercial projects including multi-family dwellings and tenant improvements**

- An accurately dimensioned plot/site plan north arrow and scale provided
- Design/code criteria providing construction type, occupancy type (s), occupant load, square footage and required separations.
- Floor plans drawn to scale showing all dimensions.
- Exterior elevations to scale.
- Detailed drawing of wall, floor and roof construction.
- Schedules indicating the rating of any fire assemblies provided, walls, floor/ceiling roof/ceiling, windows, dampers and doors.
- Mechanical drawings, including the sizes of HVAC equipment, such as CFM/BTU, detail of fire or smoke dampers and hood/duct system details.
- Electrical schematics including emergency systems.
- Sprinkler plans should be include piping, bracing, walls, heat sources and electrical fixtures. Pitched ceiling should include reflected ceiling plan. Supporting documents such as hydraulic calculations and cut sheets shall accompany submittals as necessary
- Fire Alarm systems shall include plans and specifications, wiring diagrams and class type.
- Where hazardous, combustible, flammable materials are used or stored. Include quantities used in building and quantities stored in buildings on the form provided within this packet.
- Commercial hood, duct, and automatic fire extinguishing systems with specifications.
- Identify fire apparatus access roads.
- Identify water supply capacity and location, main sizes, valves, pressure relief valves (if required), hydrant (s) location, pressures, gallons per minute of each hydrant.