FIRE PREVENTION AND
COMMUNITY RISK REDUCTION
102 Remington St
Fort Collins, CO 80524
(970) 416-2891

NFPA 24 UNDERGROUND FIRE LINES/PRIVATE FIRE HYDRANTS
PERMIT SUBMITTAL CHECKLIST

Submittal Process: The Following items are required for an Underground Fire Line/Private Fire Hydrant Plan Review submittal. Failure to provide the following may require a Review Denial or Resubmittal. Not all listed below will be required for every project, please provide all that apply per project. *

Drawings Requirements:
Electronic plans in .pdf format. Please submit files in an unlocked and unsecured state for plan review.

CONTRACTOR INFO
- ✓ The installing contractor's contact information needs to be included in the submittal.
- ✓ Colorado Division of Fire Prevention & Control (DFPC) contractor registration (FIRE SUPPRESSION CONTRACTOR – UNDERGROUND) is provided CO 8 CCR 1507-11
- ✓ The Responsible Managing Employee (RME) indicated for the project.

GENERAL INFO
- ✓ New construction versus repair or replacement of an existing system should be indicated.
- ✓ The installation type should be indicated: private fire service main and/or private fire hydrant(s).
- ✓ The installation method should be specified, i.e., trench or horizontal boring.
- ✓ The piping type and size should be indicated, i.e., "6" underground fire line, PVC C900, or ductile iron pipe (D.I.P.)," etc.
- ✓ The method of pipe joint restraint should be specified, i.e., City of Fort Collins typical thrust blocking details, bolted-flanged connections, bell restraints, etc.
- ✓ Any proposed valves, such as backflow prevention devices, should be indicated.

PLANS
- ✓ Site plan should show the location of the underground fire line, any directional changes, where it enters the building, and the total pipe length.
- ✓ Plans are not required to be stamped for underground fire line/private fire hydrant installations.

MATERIAL SUBMITTALS
- ✓ Cut sheets and manufacturer's information should be provided for the proposed pipe type.
- ✓ Materials used shall be highlighted
- ✓ Cut sheets and manufacturer's information should be provided for any proposed valves, such as backflow prevention devices, etc.

IMPAIRMENT NOTIFICATION
- ✓ Information should be provided if the work creates an impairment or system outage.

*The above list is not intended to be inclusive of all requirements for underground submittal, but rather a guide to indicate the minimum requirements. Refer to NFPA 24 Chapter 10 – Underground Requirements