



SPOKANE VALLEY FIRE DEPARTMENT

Est. 1940

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Spokane Valley Fire Department (SVFD) Notice

Attention Partners in Fire Safety:

The Spokane Valley Fire Department sends out general information to contractors working in our jurisdiction and makes this information available on our website. This is to address issues that have come up, provide information on code changes or policy changes, and to inform contractors about upcoming items. If you have any questions on the information presented here, please contact our office.

Current Fire Codes

The City of Spokane Valley, Liberty Lake, and Spokane County adopted the 2015 International Fire Code (IFC) with State amendments on July 1, 2016. The NFPA Standards referenced in that code are the version at the time of publication (i.e., NFPA 13-2013, NFPA 72-2013).

New Requirements Effective January 1, 2018

Permit Fee Schedule

An update to the Permit Fee Schedule was approved by Spokane Valley Fire Department Fire Commissioners. The fee update includes a newly implemented Re-Inspection Fee. Where the SVFD Inspector determines that the situation warrants a re-inspection, outside the inspections typically associated with the issued permit, the re-inspection fee shall be \$75.00 per additional inspection.

The following are examples of some situations that may result in a re-inspection fee:

- System failure due to lack of pre-testing;
- A lack of compliance with a critical testing parameter;
- Inspector arrives on site to be told that inspection needs to be canceled and rescheduled;
- Phasing of a project not included as part of original design submittal.

Electronic Permit Submittals

All electronic submittals shall be submitted via email to: Inspections@SpokaneValleyFire.com. A hyperlink is available on the SVFD website: www.SpokaneValleyFire.com under Permits & Forms and For Contractors & Developers. The following URL is provided for ease of access: FireCode.SpokaneValleyFire.com. You will receive an e-mail response acknowledging receipt of your submittal.

Fire Safety Permit Submittals shall utilize the following format for the Subject line:

- First Time Submittal: Permit Submittal – Project Address
- Re-Submittal: Permit Submittal – Permit Number (may be found in the review letter)
- Each of the submitted documents shall be in a separate file and clearly identified. Some examples of acceptable naming structure:
 - Application;
 - Drawings;
 - Hydraulic Calculations;
 - Equipment sheets;

Other types of Permit Submittals (building, grading, plat related, etc.) shall utilize the following format for the Subject line:

- Building Permit – Address or Permit Number
- Grading Permit – Address or Permit Number
- Plat – Plat number
- Water plan – Permit Number

Inspection Requirements

Checklists providing guidance for acceptance inspections are available on the SVFD website under Permits & Forms Informational Bulletins:

- Fire Alarm System Acceptance Inspection Information
- Fire Suppression System Acceptance Inspection Information

Calls for Inspections

To accommodate the number of inspection requests a minimum of **48** hours' notice is now required **to schedule** an acceptance test/system inspection. Although you must call at least **48** hours in advance for scheduling, this does not *guarantee* that an inspection will be conducted **48** hours later. Every attempt will be made to accommodate the soonest opening available on a first come first serve basis, however the scheduling request will be handled in relation to our manpower, workload, and other previously scheduled inspections.

To schedule an inspection call 509-892-4153. Please provide the permit number or project address and indicate the type of inspection and desired day and time as well as contact information with name and phone number.

Final installation forms required for project closeout. (Some commonly used forms are available on our website: www.spokanevalleyfire.com)

- Aboveground Contractor Material and Testing Certificate
- Underground Contractor Material and Testing Certificate
- Fire Alarm
- Hood
- Paint Booth
- Medical Gas
- Marijuana Extraction

Permit/Plans Required at the Job Site

As a reminder, International Fire Code (IFC) Section 105.3.5 requires that one copy of Fire Department approved documents shall be kept on-site at all times that work is in progress. Permits must be posted. Work discovered to have been completed prior to the permit review and approval will result in double permit fees. If the permit with approved plans is not on site an inspection may be canceled and rescheduled after items are on site.

In closing, thank you for your continued cooperation, dedication, and commitment to safety. Spokane Valley is a safe city thanks to you and the conscientious professionalism you provide.

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