

2.08 Retroactive Sprinkler Installation for High-Rise Buildings Submittal & Umbrella Permit (2022)

Reference: 2022 SFFC, 2022 CFC, 2022 CBC 2022 NFPA 13, ; 2022 SFFD AB 4.09.

Purpose: All existing high-rise buildings subject to the requirements of the High-Rise Sprinkler Ordinance #377-93 were required to complete the installation of the sprinkler system by 2/15/2006. Because the sprinkler installations were done over a long period of time, the ordinance allowed up to 12 years to comply, and they were installed under several building permits, DBI requires that the building owner file an umbrella building permit to show that the building has been provided with a sprinkler system that complies with the ordinance.

1. Such umbrella building permit must contain the following clear language: ***“Installation of an Automatic Fire Sprinkler System in Compliance with Existing High-Rise Sprinkler Ordinance #377-93”***.
2. The plan review fee for such a building permit will be based on a minimum four-hour review time each by Department of Building Inspection and the Fire Department review staff. Additional plan review may be charged based on the hours required for such review.
3. The umbrella building permit application must be accompanied by submittal documents including:
 - a. A complete, coordinated schematic plan of the fire sprinkler system, or reference to previously issued permits under which such completed plans have been previously reviewed and approved by the City.
 - b. A statement from the building owner, the C-16 sprinkler contractor, a licensed fire protection engineer, or Special Inspector of Record indicating that all aspects of the fire sprinkler system have been properly permitted, inspected and signed-off, insofar as records are available.
 - c. A Special Inspection Report (per SFBC Chapter 17) in which a Special Inspector of Record, who must be a licensed engineer or fire protection engineer, confirms that they have reviewed the complete fire sprinkler system as installed. This shall include all required controls and that it conforms to the requirements of Ordinance #377-93. The report must indicate if there are any building areas or sprinkler system issues that need to be corrected to bring the system into compliance. The Special Inspection Report must reference all application numbers for any new work, and certify that the work has been completed and the sprinkler system is in compliance with Ordinance #377-93.
4. In cases where additional work is required to bring the system into compliance all expired building permits need to be renewed and completed, separate building and plumbing permits are required to complete such work. Those permits must be issued and signed-off as complete before the umbrella permit will be signed-off. Such permits should be filed in the same manner as other commercial building and plumbing permits.