



City of New Westminster

Building Bulletin

DEVELOPMENT SERVICES DEPARTMENT
BUILDING DIVISION – PHONE: 604 527 4580
NOV 2007

Sprinkler Drawing Submission for Complex Buildings (and Standard Buildings with a CRP)

Intent:

To inform owners, designers and contractors of the requirement to have the Coordinating Registered Professional review all sprinkler and related drawings for Complex Buildings* (*and Standard Buildings with a CRP*) prior to submitting them to the City.

(*Complex Buildings refers to all Part 3 Buildings; Standard Buildings refers to all Part 9 Buildings as defined by the BC Building Code)

Purpose:

To ensure that the design submitted fulfills all code requirements and addresses any alternate solutions that may be part of the design; To reduce discrepancies between building permit application drawings and those submitted for sprinkler permit applications.

Policy:

All sprinkler and related drawings for the above mentioned buildings must be reviewed and approved by the Coordinating Registered Professional in conjunction with the Mechanical Engineer of record and submitted as part of the Building Permit Application. The drawings shall be stamped by the CRP and forwarded to the City with a transmittal form from the CRP.

Sprinkler Drawing Requirements:

1. 3 sets Sprinkler drawings, hydraulic calculations and related documentation stamped by CRP
2. Transmittal form from CRP

Sprinkler Permit Application Requirements:

1. Completed Sprinkler permit application form
2. Copy of Sprinkler Fitter's TQ and driver's licence
3. Sprinkler Fitter's business licence number
4. payment of permit fees
5. If there is a change of Mechanical Engineers – 3 sets of revised sprinkler drawings, hydraulic calculations and related documentation stamped by the CRP (revision fee applicable)

Effective Date:

This directive is the reinstatement of an "information directive" from July 8, 1994. Effective immediately compliance with these requirements will be strictly enforced.

If you have further questions please contact the Building Department at (604) 527-4580.