



Sparks Fire Department

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Sparks Building & Safety

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Fast Track Plan Review Submittal Requirements

The Sparks Fire Department "Fast Track Fire Plan Review program" is designed to expedite the turnaround time for simple fire plans. This will be done on a first come, first served basis. There are 6 time slots available on a weekly basis (8:00, 8:30, 9:00, 9:30, 10:00, 10:30 Tuesday mornings). To take advantage of this option, apply for a permit at the Sparks Building & Safety Division, then call the Fire Prevention Bureau at 775-353-2266 to schedule a Fast Track plan review. The permit number will be required in order to schedule an appointment.

Applications for Fast Track Permits will only be processed if the proposed project meets the Fast Track Permit Fire Plan Review submittal requirements.

Submittal Requirements for "Fast Track" Fire Plan Checking:

1. The Fast Track process requires two sets of plans be submitted with the appropriate fire sprinkler/alarm/fire flow application.
2. The work being done must not be associated with paint booths, racking/shelving, or any other business or activity which stores or produces hazardous materials.
3. The plan reviewer must be able to review the plans within 30 minutes.
4. At any time, if the reviewer feels that plans cannot meet the conditions for a Fast Track plan review, the plans will be logged into the regular fire plan review process and reviewed in the order they are received.
5. All fire alarm and sprinkler plans must be N.I.C.E.T. stamped or include the N.I.C.E.T. Level II certification letter.
6. Plans eligible for a Fast Track plan review:
 - a. 1 – 20 sprinkler heads that do not impact calculations
 - b. 1 – 5 fire alarm notification or initiating devices
 - c. Change in Fire Alarm Communicator (cellular)
 - d. Emergency Fire Alarm Panel Replacement
 - e. Fire flow/Hydrant placement