

July 22, 2009

**RE: Automatic Fire Sprinkler Plan Submittals for Approval**

Dear Fire Protection Contractor/Design Professional,

It has come to the attention of the Fire Prevention Bureau that several sprinkler modification projects have occurred without the proper permitting process taking place. Pursuant to chapter 46 of the City of Des Moines Fire Prevention Code, any modifications/additions/subtractions to a fire extinguishing/suppression system require a permit to be obtained from the City of Des Moines Fire Prevention Bureau prior to any work taking place. Please find the enclosed policies of the City of Des Moines Fire Prevention Bureau and review them with your staff. Habitual violators of these policies will be reported to the state licensing board. Furthermore, any design professionals/contractors found to be in violation of these policies will be refused additional construction permits for other projects.

Additionally, the DMFD-FPB has developed new policies to ensure accuracy of hydraulic calculations and consistency in interpretation of canopy sprinkler exceptions. Due to the age of most flow test data, any sprinkler designs that cannot incorporate a 10 psi safety factor into the design, will be required to obtain a new flow test from Des Moines Water Works. Also, due to the extreme difficulty in enforcement of some of the exception clauses for canopies, balconies, and porte-cocheres, the DMFD-FPB will require sprinklers to be installed under all balconies, canopies, etc regardless of construction type. Please see the enclosed policies for additional information regarding these requirements.

The policies enclosed have not changed the construction permit require process, they are only to eliminate any confusion when a construction permit is required and when a complete plan submittal is required. Please ensure that all applicable members of your agency have reviewed and understands these policies, as some of them will be effective immediately.

Currently the Fire Prevention Bureau has the following projects (please see the attached list) that have yet to receive a permit. These projects have undergone a first review and a review letter has been sent to your office, however, the Fire Prevention Bureau has received no response pertaining to these projects. Many of these projects have sat idle for some months now. Please provide a written response including any and all reference material so that a review may be completed and a construction permit can be issued for these projects. If the project has already been installed a double fee shall be assessed and no additional construction permits will be issued to your company until these projects have been withdrawn/ resolved.

If you have any comments or questions regarding the above, please contact me @ (515) 237-1316 or e-mail [jklund@dmgov.org](mailto:jklund@dmgov.org) . Your continued cooperation is greatly appreciated.

Sincerely,

Jonathan Lund, Fire Protection Engineer  
Fire Prevention Bureau  
Des Moines Fire Department