

Sunnyvale Department of Public Safety

FIRE PREVENTION UNIT

**PRE-FIRE PLANNING REQUIREMENTS
FOR NEW COMMERCIAL CONSTRUCTION**

Each new building construction project must submit a pre-fire plan. The plan shall be submitted in the following formats:

- MS Visio (.vsd), or
- CAD (.dwg)

Each plan shall include the following information:

1. Business name
2. Address
3. Date of drawings
4. Contact information for responsible emergency call-back
5. Sprinkler information
 - a. Wet pipe
 - b. Dry pipe
 - c. Pre-action
 - d. Deluge
6. Special hazards
7. North arrow
8. Two closest city hydrants
9. On-site hydrants
10. Locations of :
 - a. Fire department connections
 - b. Fire protection system valves
 - c. Riser
 - d. Fire alarm panel
 - e. Alarm annunciator panels

City of Sunnyvale - Department of Public Safety
Fire Prevention & Hazardous Materials
408/730-7212
FirePrevention.inSunnyvale.com

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- f. Knox boxes
 - g. Gas shutoff
 - h. Electrical shutoff
 - i. Electrical rooms / panels
 - j. Stairs
 - k. Elevators
 - l. Skylights
 - m. Roof access
 - n. Doors
 - o. Areas of refuge (where applicable)
 - p. Fire equipment rooms (where applicable)
 - q. Fences
 - r. Overhead wires
11. Also indicate type of fire alarm system (monitored, non monitored, etc)
12. Alarm company that monitors the system, including company phone number
13. Ground square footage
14. Number of stories
15. Construction type
- a. Roof type
 - b. Direction and spacing of beams and purlins
16. Any other useful information.