



Colorado Department of Public Safety
Division of Fire Prevention and Control
 700 Kipling Street, Suite 4100
 Lakewood, CO 80215
 (303)239-4100 phone (303) 239-4131 fax
 cdps_dfpc_construction@state.co.us
<http://dfpc.state.co.us>



SMALL PROJECT SUBMITTAL REQUIREMENTS CHECKLIST

CHECK BOX FOR CATEGORY OF SMALL PROJECT AND SUBMIT THE NUMBERED ITEMS AS INDICATED

	PROJECT	SUBMITTAL REQUIRED
<input type="checkbox"/>	Installation of One or More Photovoltaic systems (PV system)	(2) (3B) (5) (6) (8) (10) (11)
<input type="checkbox"/>	Installation of One or More New Window Interior/Exterior	(2) (3B) (5) (6) (9) (11)
<input type="checkbox"/>	Installation of One or More New Door: Fire Rated	(2) (3B) (4) (5) (6) (9) (11)
<input type="checkbox"/>	Installation of One or More New Door: Non-Fire Rated	(1) (2) (3B) (4) (5) (6) (9)
<input type="checkbox"/>	Alteration of One or More Door: Adding Window/Glazing in non-fire rated Door	(1) (2) (3B) (4) (5) (6) (9)
<input type="checkbox"/>	Alteration of Door Hardware: Panic Hardware, Classroom Locksets	(1) (2) (3B) (6)
<input type="checkbox"/>	Installation of One or More Magnetic Hold Open Device	(2) (3B) (5) (6) (11)
<input type="checkbox"/>	Installation of One or More Wall: Non-Load Bearing	(2) (3B) (4) (5) (6) (11)
<input type="checkbox"/>	Installation of One or More Skylight or Tubular Daylight Devices	(1) (2) (3B) (5) (6) (8) (9)
<input type="checkbox"/>	Installation of One or More Wind Turbines	(1) (2) (3A) (5) (6) (8) (10)
<input type="checkbox"/>	Installation of New Playground	(1) (2) (3A) (5) (6)
<input type="checkbox"/>	Installation of One or More Partition Over 5'-9"	(2) (3B) (4) (5) (6) (11)
<input type="checkbox"/>	Installation of One or More New Operable Partition	(2) (3B) (4) (5) (6) (8) (11)
<input type="checkbox"/>	Installation of One or more Cell Tower	(1) (2) (3A) (5) (6) (8) (10)
<input type="checkbox"/>	Installation of Recreational Equipment Supported by Structure:	(2) (3B) (5) (6) (8) (11)
<input type="checkbox"/>	Installation of One or More Occupational Therapy Hook	(1) (2) (3B) (6) (8)
<input type="checkbox"/>	Installation of One or More Dugout	(1) (2) (3A) (5) (6)
<input type="checkbox"/>	Installation of Small Storage Building or Small Greenhouse (under 600 sf)	(2) (3A) (4) (5) (6) (8) (11)
<input type="checkbox"/>	Installation of Shop/Vocational Instruction Equipment	(1) (2) (3B) (5) (6)
<input type="checkbox"/>	Installation of One or More Shade Structure:	(1) (2) (3A) (5) (6)

DEFINITIONS & EXPLANATIONS OF NUMBERED ITEMS:

- 1) **FIRE NOTIFICATION:** Notify the Local Fire Department about the proposed work. Notification is to include: Name of Project, Location of Project, Scope of Work, Projected Cost, Planned Construction Start and End Dates.
- 2) **A FULLY COMPLETED PLAN REVIEW APPLICATION:** The form provided by the Division of Fire Prevention and Control <http://www.dfpc.state.co.us>
- 3) **A. SITE PLAN:** Including the property address(s) or legal description, boundaries, existing and proposed structures and/or Additions, parking lots, fenced areas, fire hydrants, fire equipment access, water supply and topographical map.
B. KEY PLAN: Including the property address(es), shall be of sufficient clarity to indicate the location, nature and extent of the work proposed.
- 4) **CODE ANALYSIS :** Provide adequate information demonstrating compliance with the applicable codes pertinent to the scope of work being proposed
- 5) **ELECTRONIC COPY OF CONSTRUCTION DOCUMENTS:** Shall be of sufficient clarity to indicate the location, nature, and extent of the work proposed
- 6) **ELECTRONIC COPY OF CONSTRUCTION SPECIFICATIONS** (If applicable).
- 7) **SOILS REPORT** And the results of consultation with the Colorado Geological Survey, as required by C.R.S.22-32-124
- 8) **A STATEMENT OF SPECIAL INSPECTIONS** As required by IBC Section 1704. (if applicable).
- 9) **DOCUMENTATION OF COMPLIANCE** with the International Energy Conservation Code (if applicable).
- 10) **STRUCTURAL CALCULATIONS** Electronic copy signed, dated and stamped (if applicable).
- 11) **FIRE REVIEW:** Fire review application must be submitted to The Division of Fire Prevention and Control or the local Fire Department.
 * If determined as required by DFPC or pre-qualified Authority Having Jurisdiction, then the documents shall be signed, dated and stamped by a design professional in responsible charge

All documentation is to be submitted electronically. Use the following link to access our electronic application
<https://cdps.force.com/DFPCInspections>.