

**Development Services Department  
Building Safety Division (BSD)  
Fire Protection Systems  
Deferred Submittal Pilot Program  
FAQ's**

***What is the change and why is it needed?***

BSD recognizes that the prevailing industry practice is to submit fire protection design drawings after submittal of the building plans. The City of Mesa currently requires that the fire protection drawings be submitted upfront with the building plans. For those applicants that are not aware of this requirement, and attempt to submit building plans without the fire protection drawings, they can defer the fire protection submittal through the phased submittal program. This program carries an additional fee of 100% of the standard permit fee. This fee can be significant and many applicants choose not to phase the submittal resulting in a project delay until the fire protection design drawings are completed and can be submitted with the building plans. This deferred submittal pilot program allows the deferral of fire protection design drawings and charges a reduced fee of an additional 100% of the system specific fee, thereby more closely aligning Mesa's processes with the prevailing industry practice and also providing the opportunity for cost savings and overall reduced design/construction timelines for the development community.

***When will the pilot program start?***

November 1<sup>st</sup>, 2004.

***When will the pilot program end?***

At this time, BSD is not specifying an "end date." However, BSD, at its discretion, may re-institute the phasing fee if the workload generated by this pilot program becomes too great for current staffing resources to manage while maintaining production timelines for all submittals. During the pilot program, we will be analyzing the workload effect the program has and may, in the future, increase fees to offset any additional administrative costs.

***What types of fire protection systems are eligible for this program?***

Automatic fire sprinkler systems, fire alarm & detection systems, hood suppression systems and alternative automatic fire extinguishing systems are eligible. Other types of fire protection systems may be eligible by request.

***Is it mandatory to defer fire protection design drawings?***

No, it is an option. We will still accept fire protection design drawings upfront with the building plans submittal.

***How is the deferred submittal option chosen?***

The deferral of a fire protection system design is required to be identified on the building plans architectural cover sheet.

***Is there a deadline by which deferred submittals must be submitted?***

BSD inspections will not allow the installation of a deferred system prior to approval of the design documents for that deferred system.

***Is the existing policy regarding registrant seals for design drawings changed?***

No.

***What fees will be assessed?***

During the pilot program, the additional fees assessed for selection of the option to defer will be 100% of the system specific fee. The permit fees for the entire project, including any deferred systems, will be assessed during the building plans submittal process. The additional 100% of the system specific fee will be assessed during the deferred submittal process.

***Will reference drawings be required to be submitted with the deferred design drawings?***

Yes. One copy of the building plans is required to be submitted at the first submittal. No building plans are required for hood suppression system deferred submittals.

***How many sets of the deferred design drawings are required to be submitted?***

Two.

***Which permit application is to be used when submitting a deferred submittal?***

The New Construction permit application.