



Department Of Fire Prevention & Electrical Safety

MATTHEW H. MEAD
GOVERNOR

LANNY APPLGATE
STATE FIRE MARSHAL

REQUIREMENTS FOR PLAN REVIEW

To determine if a plan review is required on new construction or remodeling (remodel valuation of \$40,000 or more), ask the following questions and follow the indicated actions as outlined by §§W.S. 35-9-108:

QUESTION	ANSWER	ACTION
1. Is the building or structure owned or leased by the State or local governmental entities?	<input type="checkbox"/> YES	Submit 4 sets of plans & 1 set of specifications
	<input type="checkbox"/> NO	Go to #2
2. Is it a public building or structure over 5,000 sq. ft. of total floor area including basement?	<input type="checkbox"/> YES	Submit 4 sets of plans & 1 set of specifications
	<input type="checkbox"/> NO	Go to #3
3. Is the building or structure a multistory public building?	<input type="checkbox"/> YES	Submit 4 sets of plans & 1 set of specifications
	<input type="checkbox"/> NO	Go to #4
4. Is the building or structure a childcare center housing more than 10 children?	<input type="checkbox"/> YES	Submit 4 sets of plans & 1 set of specifications
	<input type="checkbox"/> NO	Go to #5
5. Is the building or structure to be used as a public bar, lounge, restaurant, nightclub, lodge hall, theater, church, or public meeting place regardless of size?	<input type="checkbox"/> YES	Submit 4 sets of plans & 1 set of specifications
	<input type="checkbox"/> NO	Go to #6
6. Is the installation intended for public or private aboveground fuel dispensing facilities?	<input type="checkbox"/> YES	See appropriate submittal packet.
	<input type="checkbox"/> NO	Go to #7
7. Is the installation for aboveground flammable or combustible fuel storage tanks?	<input type="checkbox"/> YES	See appropriate submittal packet.
	<input type="checkbox"/> NO	Go to #8
8. Does the building or structure remodel cost less than \$40,000 and affect a built-in fire protection system for the building?	<input type="checkbox"/> YES	Submit 4 sets of plans & 1 set of specifications
	<input type="checkbox"/> NO	Go to #9

9. No Plan Review is Required

If you answer yes to one or more questions please provide plans and construction documents as indicated.



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PLAN REVIEW SUBMITTAL CHECKLIST: CHAPTER II, SECTION 1 SUBMISSION OF PLANS AND SPECIFICATIONS

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| <p><input type="checkbox"/> Plans that have been prepared by a professional individual or firm practicing architecture or engineering shall include the name and Wyoming license number of the responsible architect or engineer and bear their seal.</p> <p><input type="checkbox"/> Plans submitted for fire protection systems and for fire detection and alarm systems must be prepared by a design professional that is registered to practice in Wyoming.</p> <p><input type="checkbox"/> Four complete sets of plans and one set of Specifications (if applicable)</p> <p><input type="checkbox"/> Provide a complete site plan, drawn to scale, showing the property lines, streets and alleys, proposed building location and any other structures on the site.</p> <p><input type="checkbox"/> Provide floor plans either drawn to scale or with all room dimensions.</p> <p><input type="checkbox"/> Identify all rooms and their uses.</p> | <p><input type="checkbox"/> Provide complete mechanical plans</p> <p><input type="checkbox"/> Provide exterior elevations.</p> <p><input type="checkbox"/> Provide details of all wall types including floors and ceilings.</p> <p><input type="checkbox"/> Provide complete electrical plans include: One line diagrams showing feeders, service and panels, panel schedules, location of all electrical equipment, devices, classification of hazardous areas, emergency systems and short circuit current available at the supply terminals at the service equipment.</p> <p><input type="checkbox"/> Plan review fee (see attached fee schedule)</p> <p><input type="checkbox"/> Postage for the return of one set of approved plans.</p> <p><input type="checkbox"/> Completed Project Information Sheet</p> |
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Note: If the Department of Fire Prevention & Electrical Safety does not receive complete information, the submittal will be returned "NOT APPROVED – INSUFFICIENT INFORMATION".

**Please submit plans for review to:
Department of Fire Prevention & Electrical Safety
2500 Academy Court
Riverton, WY 82501
307-856-8214**



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PROJECT INFORMATION SHEET

Please submit four (4) sets of plans and one (1) set of specifications as well as provide the following information.

Name of the Building/Facility: _____

Building/Facility Address: _____

Type of Construction (Circle one): I-A I-B II-A II-B III-A III-B IV-HT V-A V-B

Building Occupancy or Use: _____

Automatic Fire Sprinklers: Yes No

Number of Stories: _____ Basement: _____ Building Height: _____

Square Footage: 1st Floor _____ 2nd Floor _____ Basement _____
3rd Floor _____ 4th Floor _____

Estimated Valuation of Work: \$ _____

Building Owner: _____

Address: _____

City/Town: _____ State: _____ Zip: _____

Telephone Number: _____

Note: The plan review will be returned to the submitter at the below noted address unless specific instructions are received to send it elsewhere.

Plans Submitted By: _____

Address: _____

City/Town: _____ State: _____ Zip: _____

Telephone Number: _____



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PROJECT VALUATION AND PLAN REVIEW FEES

The construction costs for your project shall be based upon the following definition:

VALUATION: of a building shall be the estimated cost to replace the building and structure in kind, based on current replacement costs.

TOTAL VALUATION	FEE
\$1.00 to \$500.00	\$16.03
\$501.00 to \$2,000.00	\$16.03 for the first \$500.00 plus \$2.08 for each additional \$100.00, or fraction thereof, and including \$2,000.00
\$2001.00 to \$25,000.00	\$47.22 for the first \$2,000.00 plus \$9.55 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$267.12 for the first \$25,000.00 plus \$6.90 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$438.95 for the first \$50,000.00 plus \$4.78 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$677.60 for the first \$100,000.00 plus \$3.82 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$2,204.94 for the first \$500,000.00 plus \$3.25 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$3,824.33 for the first \$1,000,000.00 plus \$2.49 for each additional \$1,000.00, or fraction thereof

Other Inspections and Fees:

1. Inspections outside of normal business hours.....\$49.31/hour (Minimum charge –2 hours)
2. Re-inspection fees.....\$49.31/hour*
3. Inspection for which no fee is specifically indicated.....\$49.31/hour* (Minimum charge-1/2 hour)
4. Additional plan review required by changes, addition or revisions to plans.....\$49.31/hour* (Minimum charge 1/2 hour)
5. For use of outside consultants for plan checking and inspections, or both.....Actual Costs**

*Or the total hourly cost to the jurisdiction, whichever is the greatest . This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits to the employees involved.

**Actual costs include administrative and overhead costs.

THE STATE



OF WYOMING

Department Of Fire Prevention & Electrical Safety

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NOTICE

PRIOR TO BEGINNING ANY NEW CONSTRUCTION, THE REMODELING OF EXISTING BUILDINGS OR THE INSTALLATION OF ABOVEGROUND FLAMMABLE OR COMBUSTIBLE FUEL STORAGE TANKS, PLANS MUST BE SUBMITTED FOR REVIEW AS PER WYOMING STATUTE 35-9-108 AND THE DEPARTMENT OF FIRE PREVENTION & ELECTRICAL SAFETY ADMINISTRATIVE RULES.

IF NEW CONSTRUCTION OR REMODELING OF BUILDINGS OR INSTALLATION OF ABOVEGROUND FLAMMABLE OR COMBUSTIBLE FUEL STORAGE TANKS IS COMMENCED WITHOUT APPROVED PLANS OR WITH NO PLANS SUBMITTED, THE STATE FIRE MARSHAL MAY ORDER THE CONSTRUCTION, REMODELING OR INSTALLATION TO CEASE UNTIL PLANS ARE APPROVED.