



Storey County Fire Protection District

Fire Permit Guideline Packet



145 North C Street Virginia City, NV 89440

P.O. Box 603 Virginia City, NV 89440

Office Phone: (775) 847-0954 Fax: (775) 847-0987

E-Mail: [DL FirePrevention@Storeycounty.org](mailto:DL.FirePrevention@Storeycounty.org)



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Helpful Information on applying for a Storey County Fire Permit

Obtain a Storey County Business License (Required for all projects in Storey County)	Storey County Community Development (775) 847-0966
Correct Address AND APN for Property	Storey County Planning Department (775) 847-1144
Submit Plans & Application for Review NOTE: Plans must be stamped by a Nevada Licensed Engineer, Architect, Professional or Contractor.	plans@storeycounty.org
Use the current adopted code sets	See Page 5 of this guideline



Important Contacts, Phone Numbers and Websites

Storey County Fire Protection District – Main office	(775) 847-0954
Storey County Fire Inspection Request Line	(775) 847-0954 (Ext. #2)
Storey County Fire Marshal	(775) 847-0954 (ext. #5)
Assessor	(775) 847-0961
Commissioners/Human Resources	(775) 847-0968
Communications	(775) 847-0930
Community Development	(775) 847-0966
Community Relations	(775) 847-0986
Emergency Management	(775) 847-0986
Planning	(775) 847-1144
Public Works	(775) 847-0958
Sheriffs Business Office	(775) 847-0959
Storey County Fire Website	Storeyfire.org
Storey County Website	Storeycounty.org
Nevada State Fire Marshal	http://fire.nv.gov/
Nevada Contractors Board	http://www.nvcontractorsboard.com/
Nevada Business License	https://www.nvsilverflume.gov/home
Tahoe Reno Industrial Complex Website	http://tahoereno.com/
NDEP	https://ndep.nv.gov/
NV Energy	https://www.nvenergy.com/
State Health	http://dpbh.nv.gov/



Model Code Adoptions and Amendments

The following model codes and amendments have been adopted by Storey County and are now in ordinance. You will want to submit plans using these adopted model codes.

- A. The 2024 International Building Code (IBC)
- B. The 2024 International Residential Code (IRC)
- C. The 2024 International Existing Building Code (IEBC)
- D. The 2024 International Energy Conservation Code (IECC)
- E. The 2024 International Fuel Gas Code (IFGC)
- F. The 2024 International Mechanical Code (IMC)
- G. The 2023 National Electric Code (NEC)
- H. The 2024 Uniform Mechanical Code (UMC)
- I. The 2024 Uniform Plumbing Code (UPC)
- J. The 2024 International Swimming Pool and Spa Code (ISPSA)
- K. The 2024 Northern Nevada Amendments published by Northern Nevada Chapter of the International Code Council at
<https://www.storeycounty.org/DocumentCenter/View/5982> (Building)
- L. The 2024 International Fire Code (IFC)
<https://www.storeycounty.org/DocumentCenter/View/5723> (Fire)
- M. The 2024 International Wildland Urban Interface Code (IWUI), with the exception of Section 602 Residential Fire Sprinkler requirements.
- N. NFPA's as listed in chapter 80 of the IFC or most current edition of.
- O. Storey County Fire Code Amendments to the 2024 International Fire Code (Found on our website, Storeyfire.org)

NOTE: Where conflicts occur between the codes referenced above, the amendments will apply.



Submitting a project to Storey County Fire

Please follow these steps for project submittal:

1. Prepare all plans and fill out a completed Storey County Fire permit application, including Address and APN and signature.

- (See Storey County Fire Permit Application on Page 7. For assistance on APNs, contact the Storey County Planning Department)

- Plans must be designed and stamped by a Nevada licensed contractor.

2. When the application and plans are ready, you can submit them together via e-mail to plans@storeycounty.org.

- We do not accept external links to download plans. Please submit plans via PDF. Pictures, links and zipped folders will not be accepted.

- The address must be in the subject line of your email.

- We need the contractor's information to proceed with the application. Contractor may not be noted as "TBD".

3. Once the application and plans are received, the project will be placed in our plans review queue.

- Turnaround time for plans review is typically within 30 days.

- As soon as plans are reviewed, you will hear from us again via e-mail.

4. Once plans are approved, an invoice including a fire permit fee and fire plans review fee will be sent to the e-mail listed on the application.

- Please be sure anyone who needs communication regarding your project is listed on your application.

- (See Storey County Fire Fees Information on Pages 8-11 for fees information)

5. When the invoice has been paid, the stamped plans will be released back to you with the granted permit.

Please contact DL_fireprevention@storeycounty.org

or call (775) 847-0954 with any questions.



STOREY COUNTY FIRE PROTECTION DISTRICT

145 North "C" Street
P.O. Box 603
Virginia City, NV 89440
(775) 847-0954 Phone • (775) 847-0987 Fax

Permit Application

Circle one: Residential Commercial/ Industrial	
Work Property Address:	APN(s):
Work Description:	
Building Number/ Name/ Location of work:	
Contractor Information:	Phone:
Address:	City, State & Zip:
Email(s):	
Nevada Contractors License Number:	Expiration Date:
Nevada Business License Number:	Expiration Date:
Storey County Business License Number:	Expiration Date:
24 Hr. Job Contact:	Cell Number:
Property Owner/Permittee:	Phone:
Address:	City, State & Zip:
Total Valuation:	
Comments:	
<p>I will save, indemnify, and hold harmless the County of Storey, its officers, employees, and agents against all liabilities, judgments, costs, and expenses which may accrue against them in consequence of the results of the review, inspections, or use of any on-site or off-site improvements placed by virtue hereof, and will in all things strictly comply with all rules, ordinances, and laws.</p>	
Application Signature:	Date





Storey County Fire Plan Review Fees

When plans are required to be submitted per NRS 477.750 there shall be a fire plan review fee charged.

Fire Plan Reviews are charged in accordance with the table below as taken from Resolution #08-269. This fee covers the initial cost of submittal and up to one additional resubmittal. Hourly fees will be charged for resubmittals past the first.

The fee for each review shall be based on valuation of the project as adopted by the Storey County Board of Commissioners and Storey County Board of Fire Commissioners within Storey County Ordinance #08-269. The valuation used for calculating construction permits will include the total value of all construction work for which the review/permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems, and other permanent equipment.

Fire Plan Review Fee Schedule:

Up to \$15k is \$88/hr - min of 2hrs \$176

\$15,001.00	\$16,000.00	\$190.72
\$16,001.00	\$17,000.00	\$199.31
\$17,001.00	\$18,000.00	\$207.81
\$18,001.00	\$19,000.00	\$215.16
\$19,001.00	\$20,000.00	\$225.11
\$20,001.00	\$21,000.00	\$233.70
\$21,001.00	\$22,000.00	\$242.29
\$22,001.00	\$23,000.00	\$250.76
\$23,001.00	\$24,000.00	\$259.35
\$24,001.00	\$25,000.00	\$267.95
\$25,001.00	\$26,000.00	\$274.13
\$26,001.00	\$27,000.00	\$280.31
\$27,001.00	\$28,000.00	\$286.35
\$28,001.00	\$29,000.00	\$292.53
\$29,001.00	\$30,000.00	\$297.90
\$30,001.00	\$31,000.00	\$304.88
\$31,001.00	\$32,000.00	\$310.93
\$32,001.00	\$33,000.00	\$317.10
\$33,001.00	\$34,000.00	\$323.29
\$34,001.00	\$35,000.00	\$329.46
\$35,001.00	\$36,000.00	\$335.51
\$36,001.00	\$37,000.00	\$341.68
\$37,001.00	\$38,000.00	\$347.86
\$38,001.00	\$39,000.00	\$354.05
\$39,001.00	\$40,000.00	\$360.08
\$40,001.00	\$41,000.00	\$366.27
\$41,001.00	\$42,000.00	\$372.47
\$42,001.00	\$43,000.00	\$378.62
\$43,001.00	\$44,000.00	\$384.66



\$44,001.00	\$45,000.00	\$390.84
\$45,001.00	\$46,000.00	\$396.56
\$46,001.00	\$47,000.00	\$403.20
\$47,001.00	\$48,000.00	\$409.25
\$48,001.00	\$49,000.00	\$415.42
\$49,001.00	\$50,000.00	\$421.60
\$50,001.00	\$51,000.00	\$425.90
\$51,001.00	\$52,000.00	\$430.19
\$52,001.00	\$53,000.00	\$434.50
\$53,001.00	\$54,000.00	\$438.79
\$54,001.00	\$55,000.00	\$443.02
\$55,001.00	\$56,000.00	\$447.25
\$56,001.00	\$57,000.00	\$451.55
\$57,001.00	\$58,000.00	\$455.84
\$58,001.00	\$59,000.00	\$460.15
\$59,001.00	\$60,000.00	\$464.44
\$60,001.00	\$61,000.00	\$468.74
\$61,001.00	\$62,000.00	\$473.03
\$62,001.00	\$63,000.00	\$477.33
\$63,001.00	\$64,000.00	\$481.64
\$64,001.00	\$65,000.00	\$485.93
\$65,001.00	\$66,000.00	\$490.23
\$66,001.00	\$67,000.00	\$494.39
\$67,001.00	\$68,000.00	\$498.68
\$68,001.00	\$69,000.00	\$502.99
\$69,001.00	\$70,000.00	\$507.29
\$70,001.00	\$71,000.00	\$515.88
\$71,001.00	\$72,000.00	\$520.17
\$72,001.00	\$73,000.00	\$524.48
\$73,001.00	\$74,000.00	\$528.78
\$74,001.00	\$75,000.00	\$533.07
\$75,001.00	\$76,000.00	\$537.37
\$76,001.00	\$77,000.00	\$541.66
\$77,001.00	\$78,000.00	\$545.97
\$78,001.00	\$79,000.00	\$550.13
\$79,001.00	\$80,000.00	\$558.72
\$80,001.00	\$81,000.00	\$563.02
\$81,001.00	\$82,000.00	\$569.99
\$82,001.00	\$83,000.00	\$571.62
\$83,001.00	\$84,000.00	\$575.92
\$84,001.00	\$85,000.00	\$580.21
\$85,001.00	\$86,000.00	\$584.63
\$86,001.00	\$87,000.00	\$588.81
\$87,001.00	\$88,000.00	\$593.22
\$88,001.00	\$89,000.00	\$597.41
\$89,001.00	\$90,000.00	\$601.70
\$90,001.00	\$91,000.00	\$605.87
\$91,001.00	\$92,000.00	\$610.16
\$92,001.00	\$93,000.00	\$614.47



\$93,001.00	\$94,000.00	\$618.76
\$94,001.00	\$95,000.00	\$623.06
\$95,001.00	\$96,000.00	\$627.36
\$96,001.00	\$97,000.00	\$631.65
\$97,001.00	\$98,000.00	\$635.96
\$98,001.00	\$99,000.00	\$640.25
\$99,001.00	\$100,000.00	\$644.55

Storey County Fire Plan Review Fees (Continued)

1. If the proposed project or bid is less than \$100,000, refer to the Review Fee Schedule above.
2. If the proposed project or bid is more than \$100,000 but less than \$500,000, the fee is \$648.85 for the first \$100,000 plus \$3.29 for each additional \$1,000 or fraction thereof of the proposed cost or bid.
3. If the proposed project or bid is more than \$500,000 but less than \$1,000,000, the fee is \$1,965.09 for the first \$500,000 plus \$2.90 for each additional \$1,000 or fraction thereof of the proposed cost or bid.
4. If the proposed project or bid is more than \$1,000,000, the fee is \$3,359.49 for the first \$1,000,000 plus \$1.83 for each additional \$1,000 or fraction thereof of the proposed cost or bid.



Storey County Fire Permit Fees

Fire Permit Fees are as follows in the table below.

Permit Fee Table:

Total Valuation	Fee
\$1.00 to \$500.00	\$23.50
\$501.00 to \$2,000	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$1,000.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof



Storey County Fire Protection District Blasting and Explosives

This document is intended to be used as a reference for Blasting Permit Applications. We currently adhere to standards set forth through the 2018 International Fire Code and 2023 NFPA 495.

- Nevada Business License
- Storey County Business License
- Storey County Hold Harmless Agreement
- Contractors Board Certification
- DOT Hazardous Materials Safety Permit
- Storey County Permit Application **Storey County Fire Protection District Amendments to The 2018 International Fire Code 105.1.1, 2023 NFPA 495 4.9.1**
 - For Renewals, please provide permit number and the address to be renewed
- ATF Notice of Clearance **2023 NFPA 495 4.3.1**
- Liability Insurance **2018 IFC 5601.2.4**
 - Blasting **2018 IFC 5601.2.4.1**
 - Fireworks Displays **2018 IFC 5601.2.4.2**
- List of Approved Blasters **2018 IFC 5607.1, 2023 NFPA 495 4.3.2**
 - Front and Back of Nevada State Marshal Blasting Card for ALL Blasters Listed
- Storage of Explosives **2018 IFC Section 5604, 2023 NFPA 495 4.1.4.1**
 - Magazine Type/Class and Quantity **IFC 2018 5604.3, 2018 IFC 5601.2.3, 2018 IFC 5601.8**
 - Location **2018 IFC 105.2, 2018 IFC 5604.5**
 - *2018 IFC TABLE 5604.5.2(1) for Outdoor Storage Distances**
 - For Fireworks Displays **2018 IFC 5608.2, 2018 IFC 5608.2.1**

Please note we request 24 hours' notice to the fire department prior to use of explosives. Please submit all items listed above to the Storey County Fire Protection District. If you have any questions about this permit process, please reach out to us at any time. We look forward to working with you.

Blasting & Fireworks permits are a flat rate permit fee of \$88.00.



Storey County Fire Protection District Fireworks and Explosives

This document is intended to be used as a reference for all Fireworks Display and Explosives Permit Applications. We currently adhere to standards set forth through the 2018 International Fire Code, 2023 NFPA 495, and 2022 NFPA 1123.

- Nevada Business License
- Storey County Business License
- State Fire Marshal License
- Storey County Hold Harmless Agreement
- ATF Notice of Clearance **2023 NFPA 495 4.3.1**
- Storey County Permit Application **Storey County Fire Protection District Amendments To The 2018 International Fire Code 105.1.1, 2023 NFPA 495 4.9.1**

*Include the name, APN, address, email address, and phone number for the fireworks supplier (if different from the operator).

- Liability Insurance **2018 IFC 5601.2.4, 2018 IFC 5601.2.4.2**
- List of Operators
 - Front and Back of Nevada State Marshal Blasting Card for ALL Blasters Listed
- Storage of Explosives **2018 IFC Section 5608, 2022 NFPA 1123 4.1.4.1**
 - Types of fireworks **2018 IFC 5608.3**
 - Location **2018 IFC 5608.2, 2018 IFC 5608.2.1, 2022 NFPA 1123**

***Firework Display Only!** A diagram of the grounds showing where the outdoor fireworks display is to be held. Include the spot of discharge; the display site; the approximate distances from mortars to spectator viewing areas; the location and approximate distances of all buildings, highways, and other lines of communication; the lines behind which the audience is to be restrained; the controls that will be used to maintain audience separation; and the location of other possible overhead obstructions.

Please submit all items listed above to the Storey County Fire Protection District. **Permits for explosives may take up to 7 business days for review. Site inspection must be completed within 48 hours prior to the event.** If you have any questions about this permit process, please reach out to us at any time. We look forward to working with you.

Blasting & Fireworks permits are a flat rate permit fee of \$88.00.



Storey County Fire Protection District Hold Harmless Agreement

Hold Harmless.

_____ shall fully defend, indemnify, and hold harmless Storey County Fire Protection District, its Officers, its Successors, and its Employees from any and all claims, lawsuits, demands, causes of action, liability, loss, damage, and/or injury, of any kind whatsoever (including without limitation all claims for monetary loss, property damage, equitable relief, personal injury, and/or wrongful death), whether brought by an individual or other entity, or imposed by a court of law or by administrative action of any federal, state, or local governmental body or agency, arising out of, in any way whatsoever, any acts, omissions, negligence, or willful misconduct on the part of _____, its officers, owners, personnel, employees, agents, contractors, invitees, or volunteers. This indemnification applies to and includes, without limitation, the payment of all penalties, fines, judgements, awards, decrees, attorney's fees, and related costs or expenses, and any reimbursements to Storey County Fire Protection District, its Officers, its Successors, and its Employees for all legal fees, expenses, and costs incurred by it.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands this

_____ day of _____, 20_____.

_____ RESPONSIBLE PARTY SIGNATURE

_____ TITLE

STATE OF NEVADA

COUNTY OF STOREY

The foregoing instrument was acknowledged before me this _____ day of _____, 20_____.

By (Notary Public) _____,

My commission expires: _____

Signature: _____

Date: _____

Witness: _____



Storey County Fire Permit Revision/ As Builds Process & Guidelines

Revisions: Significant changes to previously submitted and approved construction documents and/or plans.

- No new construction permit application required. Please submit revised plans to plans@storeycounty.org for review and approval. Revision submittal shall have the project name and issued Storey County Fire permit number on submittal. Revision submittal (alone is submitted) it shall have a cover page with all required items clearly identifying the project and project scope. Revised plans shall depict the existing layout /work as well as proposed work with a delta symbol, letter or number and be clouded and clearly identified in red ink with corresponding delta symbol. If a complete / entire plan submittal is resubmitted all revisions shall be clouded in red ink with corresponding delta symbol.
- **1st revisions** are free of charge, so long as there are no added costs to project.
- **Fees:** If a code plan review (beyond 2nd review) is required for any given project, a fee will be charged at the rate of eighty-eight dollars (\$88.00) per hour or any fraction thereof. *Ordinance #08-269*
- Revisions that result in a valuation increase will be required to be submitted as a new permit.

Minor changes / Green lines: Minor deviations from original plan submittal, at the inspector's discretion, may be approved in the field.

- Deviations shall be noted, dated, and signed in the field by said inspector. Notes shall be documented, dated, and signed only on the stamped, approved set of field plans. Department copy of plans may be noted to reflect changes.

Importance:

- Approval and permit issuance of all phased approvals and deferred submittals are at the discretion of the Storey County Fire Marshal.
- All construction documents, revisions, as-builts and/or plan submittals shall be submitted to Storey County Fire through plans@storeycounty.org in accordance with our current adopted fire codes and the current plan submittal process.
- Revisions shall be submitted as a new project and a new permit issued if the changes are significant, square footage is added and/or the valuation increases. Final determination of requirements of submittal will be made by the Fire Marshal.



STOREY COUNTY FIRE PROTECTION DISTRICT

(775) 847-0954 145 NORTH C STREET – VIRGINIA CITY, NV 89440

Revision Application

Date: _____

Project Information

Permit #: _____

Address: _____

Description of Revision:

Applicant Information

(Circle one)

Owner

Agent

Contractor

Design Professional

Name _____ Signature _____

Company _____

Address _____

Phone # _____

Email _____

Project Status

Is project currently under construction: (Circle one) Yes No

If not, when is construction scheduled to start? Date _____

Project Changes (Circle yes to all that apply)

Does the revision change the building square footage? Yes No

Does the revision change the project valuation? Yes No

If yes, what is the valuation change?

Official use only:

Number of revisions for this project _____

Existing valuation (current valuation prior to revision) _____

New valuation verified _____

Storey County Fire Representative _____ Date Received _____

UPDATED 5/14/2024



Storey County Fire Protection District Denied Projects

In case of a project being denied, the Fire Marshal or one of our Fire Inspectors will contact you via letter and e-mail to notify you and detail the reason(s) for the denial.

If a project submitted is DENIED, a full resubmittal will be required.

Including:

- A new and updated permit application (with a verified valuation)
- And a full, complete set of plans.

(For example, do not only submit the one sheet that needed to be edited)

Storey County Fire does not keep any information, application or plans on denied projects. Once denied, the project is taken out of the plan review queue.

The plan review timeframe will restart at the time of resubmittal.



Storey County Fire Protection District Alternate Means and Methods Protection Forms (AM&M)

Storey County Fire Protection District understands that every building and project is different. With new technologies and processes coming out every day, buildings are evolving to meet these needs. Just because a building itself may meet the code requirements for extra or heightened protection, does not mean what is happening within the building meets or needs the same requirements. To help navigate these needs on a situational basis, SCFPD allows the application for an Alternate Means of Protection request, in compliance with Section **104.9** of the 2018 International Fire Code:

104.9 Alternative materials, design and methods of construction and equipment. The provisions of this code are not intended to prevent the installation of any material or to prohibit any design or method of construction not specifically prescribed by this code, provided that any such alternative has been *approved*. An alternative material, design or method of construction shall be approved where the *fire code official* finds that the proposed design is satisfactory and complies with the intent of the provisions of this code, and the material method or work offered is, for the purpose intended, not less than the equivalent of that prescribed in this code in quality, strength, effectiveness, *fire resistance*, durability and safety. Where the alternative material, design or method of construction is not approved, the *fire code official* shall respond in writing, stating the reasons why the alternative was not approved.

To apply for an AM&M request, please fill out the SCFPD AM&M request form attached in this guideline and submit it to us by following the same process you would for plans submittals, as outlined in the Storey County Fire Permit Application section using the plans submittal e-mail, plans@storeycounty.org.



Storey County Fire Protection District
"Be Nice, Solve Problems, Serve Community"

Request for Alternate Means of Protection or Methods of Construction

Date Submitted: _____ Permit: _____

In accordance with Nevada Revised Statute 477, the undersigned requests approval of alternate means of protection for:

Project Name: _____

Project Address: _____

Subject of Alternative (separate forms must be completed for each different item):

Code Requirement Requesting Mitigation (specify code edition and section):

Justification (attach copies of pertinent information):

Alternate Requested By: _____
Print Name Signature

Requestor Address: _____

Requestor Phone: _____

For Staff Use Only

Date Reviewed: _____

Findings: _____

Approved [] Denied []

Fire Marshal: _____

145 "C" St. P.O. Box 603
Virginia City, NV 89440
(775) 847-0954



Storey County Fire Inspections & Process

To schedule an inspection please call our main office (775) 847-0954 ext. #2

When calling in an inspection please have the following information prepared:

- Contractor
- On-site Contact: Name & Phone Number
- Physical Address for Inspection
- Permit #
- Inspection Type
- Requested Inspection Date & Time

The permit and approved stamped set of plans MUST be on site.

Please be sure permit is still current and not expired prior to calling in an inspection.



Storey County Fire Protection District Inspection Guideline

This list is intended to be a helpful guide for required inspections by the Storey County Fire Protection District. From breaking ground to the final Certificate of Occupancy. Please note that this is not intended to be a mandatory checklist or to set an order of inspections. We know that each job will come with its own unique requirements and schedules of construction. As you move forward through the construction process, please feel free to reach out to us at any time with any questions. We are also happy to set up a meeting or on-site walk, to ensure that all the required inspections are completed.

- Blasting
- Underground fire line thrust blocking (pre and post pour)
- Underground fire line hydrostatic testing
- Underground fire line flushing (fire line main, fire hydrants, risers)
- Temporary standpipes (if required)
- Fire suppression system rough-in
- Fire suppression system hydrostatic testing
- Fire suppression system final
- Fire suppression system tenant improvement
- Fire alarm system rough-in
- Fire alarm system final
- Fire alarm system tenant improvement
- New building final for Certificate of Occupancy
- Tenant improvement final for Certificate of Occupancy
- Any progress inspections needed during construction

For a Certificate of Occupancy to be granted, all fire alarm and fire suppression final inspections must be completed.

This list of inspections is for the construction process only. For a tenant or owner to begin any operations or conduct business, other fire inspections may be required.



2024 / 2025
Storey County

REQUIRED
Business License Account #:
Sq. Ft.: # Employees: Units:

DISPATCH CENTER INFORMATION Please complete ALL applicable information. Return ASAP.

We need the following information on record at the Storey County Dispatch Center for emergency response - this information is mandatory. This will help in getting viable and accurate response to your place of business in case of an emergency. Persons on this form should be able to respond within 30 minutes, no more than one hour and be available 24 hours a day, 365 days a year. As a safeguard to your business please keep a copy of this form on file and call Storey County Dispatch Center, as information needs to be updated.

Business name:
Physical address of business:
Business Phone Number: () Email:
Corporate Name (if different than above):
Corporate main office phone number (if different than above): ()
What is the address at the rear of the building? NONE
Is this a residence? YES NO

Emergency Contact Information:

1. Name of Responsible contact:
Emergency contact phone number/s: Home () Cell ()
Connection to the business:
Does this person have a key to the business and is willing to respond in case of an emergency? Yes No
2. Name of Responsible contact:
Emergency contact phone number/s: Home () Cell ()
Connection to the business:
Does this person have a key to the business and is willing to respond in case of an emergency? Yes No
3. Name of Responsible contact:
Emergency contact phone number/s: Home () Cell ()
Connection to the business:
Does this person have a key to the business and is willing to respond in case of an emergency? Yes No
4. Building Owner name:
Emergency contact phone number/s: Home () Cell ()
Connection to the business:
Does this person have a key to the business and is willing to respond in case of an emergency? Yes No

Knox Box with keys to locked buildings on premises? Yes No
(If no, contact Storey County Fire Marshal for details, 775-847-0954)

Signature Print Name Date

STOREY COUNTY BUSINESS LICENSE
P O Box 526 ~ Virginia City NV 89440

SEND COMPLETED FORMS TO:
E-MAIL- DL fireprevention@storeycounty.org
or FAX- 775-847-0987



Property, Building, Occupant Information

- **Special Hazard**
 - Do You Have any Special Hazards please list? _____
 - Quantity of Special Hazard (HAZMAT Materials)? _____
- **Monitoring**
 - Fire Sprinkler Monitoring Company Name & Phone # _____
 - Fire Alarm Monitoring Company Name & Phone # _____
- **Dimensions**
 - Total Square Feet? _____
 - Stories Above Grade? _____
 - Stories Below Grade? _____
 - Number of Rooms or Units? _____
- **Business Operation**
 - Hours of Operation; **Start:** _____ **End:** _____
 - Open to Public; **Start:** _____ **End:** _____
 - Emergency Action Plan? (Yes or No) _____
- **Occupancy**
 - Occupancy Load 0800 - 1700hrs? _____
 - Occupancy Load 1700 – 2300hrs? _____
 - Occupancy Load 2300 – 0800hrs? _____
- **Shutoffs**
 - Type (**Circle all that Apply**): Electrical Main/Elevator Override/Gas Main/Liquid Propane Gas/Other/Sprinkler Main/Water Main/Other _____
 - Location (s)? _____
- **Knox Box**
 - Location(s)? (If Applicable) _____
- **Exits**
 - # of Side A (**Street Side**) Exits? _____
 - # of Side B (**Left Side**) Exits? _____
 - # of Side C (**Rear**) Exits? _____
 - # of Side D (**Right Side**) Exits? _____

If you have any questions or need assistance with the process, please feel free to contact Storey County Fire Marshal at (775) 847-0954 ext. 5



Hazardous Materials

Hazardous materials use, storage or display must be permitted through the Nevada State Fire Marshal's Office. This process can be found here:

<http://fire.nv.gov/bureaus/FPL/Hazmat/>

This permit must be onsite and always displayed. Business license, plan reviews and permits from Storey County will not be issued if you are required to have such and it is not on site. This document will be copied and placed in your permanent property file maintained with Community Development.

If you have questions, please contact the Nevada State Fire Marshal's Office directly at (775) 684-7500 or website at <http://fire.nv.gov>. They have standard business hours of Monday thru Friday from 0800-1700 and are closed for all Federal and State Holidays.



Existing Buildings and Structures

Buildings and structures which require a license to conduct business in Storey County shall provide plans for tenant improvements to the Storey County Community Development Department. See Tab #16 on how to submit electronically through Nevada Blue/ReproMax. Fees shall be based upon the valuation of the building changes as described in Tab #6. Plan reviews and permit must be issued prior to any tenant improvements are conducted.

When a commercial structure changes hands or a tenant improvement is done, all the most current codes as adopted must be adhered too. Most commonly found, buildings that are three (3) stories (includes basements) or 5,000 square feet in size (measured from outside of footings), must have fire sprinklers and fire alarms installed – regardless of occupancy load or type.

All changes to existing businesses, such as remodels, tenant improvements, repairs, improvements, alteration and changes in floor display layout must adhere to this process of plan review and construction permit(s).



Renewing Expired Storey County Fire Permits

Applicants are responsible for keeping record of their permits and expiration dates on permits. If you need a permit renewal please contact our main office at

(775) 847-0954 ext. #2

Please have the address & permit number ready when calling,
as well as the status of the permitted work.