



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



Table of Contents

Page 3- Helpful Information on applying for a Storey County Fire Permit

Page 3- Important Contacts, Phone Numbers and Website

Page 3- Information on Obtaining a Storey County Business License

Page 4- Code Adoptions and Amendments

Page 5– Submitting a project to Storey County Fire

Page 6– Storey County Fire Permit Application

Page 7-9– Storey County Fire Plan Review Fee Schedule

Page 10– Storey County Fire Permit Fee Schedule

Page 11– Information & Checklist for Blasting Permits and Fireworks Permits

Page 12– Storey County Fire Revision Process & Information

Page 13– Storey County Fire Revision Application

Page 14– Storey County Fire Inspections & Process

Page 15– Fire Department Access (Knox Box)

Page 16-17– Dispatch Center Information Sheet

Page 18– Hazardous Materials

Page 19– Existing Buildings and Structures

Page 20– Renewing Expired Storey County Fire Permits



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 4 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)
Storey County Fire Website	Storeyfire.org
Nevada Contractors Board	https://www.nvsilverflume.gov/home
Nevada State Fire Marshal	http://fire.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 2018 International Building Code (IBC)
- B. The 2018 International Residential Code (IRC)
- C. The 2018 International Existing Building Code (IEBC)
- D. The 2018 International Energy Conservation Code (IECC)
- E. The 2018 International Fuel Gas Code (IFGC)
- F. The 2018 International Mechanical Code (IMC)
- G. The 2017 National Electric Code (NEC)
- H. The 2018 Uniform Mechanical Code (UMC)
- I. The 2018 Uniform Plumbing Code (UPC)
- J. The 2018 International Swimming Pool and Spa Code (ISPSC)
- K. The 2018 Northern Nevada Amendments published by Northern Nevada Chapter of the International Code Council at
<https://www.storeycounty.org/DocumentCenter/View/5982> (Building)
- L. The 2018 International Fire Code (IFC)
<https://www.storeycounty.org/DocumentCenter/View/5723> (Fire)
- M. The 2018 International Wildland Urban Interface Code (IWUI), with the exception of Section 602 Residential Fire Sprinkler requirements. NEEDS WEB LINK INSERTED HERE
- N. The 2017 National Fire Protection Association Standards (NFPA)
- O. The 2018 Northern Nevada Fire Code Amendments
- P. Storey County Fire Code Amendments

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.
 - (See Storey County Fire Permit Application on Page 6.)
 - Plans must be drawn up by a licensed contractor.
2. When you have the application filled out and the plans ready, you can submit it via e-mail to plans@storeycounty.org.
 - We will 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 the plans are reviewed, you will hear from us again via e-mail.
4. Once the 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.
 - (See Storey County Fire Fees Information on Pages 7-10)

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 Location Address:		APN(s):
Work Description:		
Occupancy Type:	Construction Type:	
Contractor:		Phone:
Address:		City, State & Zip:
Email:		
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:
Owner/Permittee:		Phone:
Mailing Address:		City, State & Zip:
Total Valuation:		
Comments:		
Fire Plan Review Fee:	Check #:	Receipt #:
Permit Fee:	Check #:	Receipt #:
NOTE: Plan Check fees and permit Fees will be paid at the time of submittal		
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.		
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



Information & Checklist for Blasting Permits and Fireworks Permits

This document is intended to be used as a reference for Explosives 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 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 Permit Revision Process & Information

Revision / As-built Submittal 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 is 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.

As-builts: Drawings that may be submitted by the contractor upon completion of a project or particular job.

- These drawings must be reviewed, approved by Storey County Fire Plans Examiner and shall be on site at the certificate of occupancy and/or final inspection. These as-built drawings shall reflect work being inspected.

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 the Storey County Fire through plans@storeycounty.org in accordance with our current adopted building 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 StatusIs 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 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.



Fire Department Access (Knox Box)

Storey County Ordinance 15.04.080 (B) requires installation of “Knox Box” key boxes on all commercial businesses, as well as all residences with automatic sprinkler systems.

When ordering a Knox Box, follow these steps:

- Access <https://www.knoxbox.com/>
- Choose Knox Box 3200 Series
- Under department name put “Storey”
- Click Storey County Fire Department
- Choose the device that fits you needs. NOTE: you do not have to have the tamper switch installed
- Complete Installation Address page
- Choose check out
- Complete payment method

If you require any assistance, you may email DL_fireprevention@storeycounty.org

or call (775) 847-0954.



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? _____ ☐ NONEIs 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 ☐ No2. 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 ☐ No3. 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 ☐ No4. **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 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 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 Holiday's.



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

It is important to pay attention to expiration dates on permits. If you need a permit renewed, please contact our main office at **(775) 847-0954 ext. #2**

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