

Please use this checklist and the supporting detail to assure that your permit submittal includes all the information necessary for a timely review of your plans. All applications for permits **must** be submitted electronically through the DSC Online Portal (dsconline.cityofhenderson.com).

Please apply through DSC Online as a:

[Fire Construction Application](#) For gates that cross a fire lane.

[Commercial](#) or [Multi-Family](#) Building Permit Application for gates that do not cross a fire lane.

Prerequisites:

_____ **Associated Civil Improvement Plans**

- Must have previously approved plans or plans must be submitted and in the review process. A Gate Permit cannot be issued until the accompanying civil improvement plans are approved. Delays in getting the civil improvement plans approved will delay the issuance of the Gate permit. Gate permit submittal must meet all existing conditions of approval.

_____ **Completed Traffic Study & Queuing Analysis** [if applicable]

- The distance called out in the traffic study must match the actual distance identified on the gate permit and civil improvement plan submittals. Revisions to the civil improvement plans are required when distances are inconsistent. For more information, please contact Public Works – Traffic Division at 702-267-3099.

_____ **Gate Address**

- A gate address is required by Sprint and Utility Services for the required telephone.

[PDF Standards for Electronic Plan Submittals](#)

Submittal Package:

The following documentation must be included when submitting your gate project.

_____ **Completed** [Fire Permit Application](#) or [Building Permit Application](#).

_____ **Complete set of building plans**

_____ **Specifications for fire apparatus access road gates** [if applicable]

_____ **Civil Improvement Plan number**

- Provide the number or a copy of the civil improvement plan which identifies the gate.
- Gates that cross a fire lane will be processed as a Fire Permit
- Gates that **DO NOT** cross a fire lane will be processed as a Building Permit.

Manufacturers' specification sheets [Automatic Gates only]

- Show detail of the voltage, current, radio frequency, power cable and coding for the proposed system.

Plan Contents – General Information

Plans must contain the following minimum content requirements. This list is not intended to be all inclusive of every detail required on a set of Automatic or Manual Vehicle Entry Gates. Rather, it is provided to give an overview of the basic plan contents needed for the review of plan sets.

Cover Sheet

Include general project information, such as: address, location map, and square footage of the area where the gates will be installed. Also include a complete code analysis of the proposed gates. All applicable building codes must be included on the plans. Cover sheet must have a legend of symbols and abbreviations used throughout the plan set.

The plan set must be signed and sealed by the registered design professional.**Plan Contents – Site Plan**

Site plan must include:

- Must be in compliance with the approved entitlements for the project and any conditions of approval.
- Must be drawn to scale, showing layout of site including:
 - North arrow
 - Gate dimensions
 - Detailed vicinity map
 - Location of underground roadway detector (AVI) loop [Automatic gates only]
 - All street and roadway names
 - Map key
 - Gate address

Elevations

- Show all views, vertical dimensions, and heights, and identify all materials and approve colors.
- Provide elevations of exterior walls and communications equipment [if applicable]
- Provide a dimension from the street to the gate call box.

Plan Contents – Electrical

Electrical drawings if completed by a Nevada Licensed Engineer shall be digitally stamped and signed.

Electrical Load Calculations

- Must be signed by preparer using the City of Henderson form or designer's form with the current codes listed on the report.

Electrical Plans

- Show the size and location of the main electrical service equipment and all sub-panels. Show the location of all outlets, switches, light fixtures, and special outlets in the area to be remodeled. Identify the locations of all required GFCI and AFCI protected outlets and light fixtures. This should be shown on the plans if applicable.
- Provide One Line Diagram of all major wiring and design.

Installation Specifications

Gate Opening

- Must have a minimum clear opening width of 20' – 0".

Electrically operated gates

- Must begin automatic opening sequence at a point no closer than 25' – 0" as measured from the center of the gate towards the public street.
- Must be equipped with an Automatic Vehicle Identification Device, utilizing a standard roadway loop to a vehicle detector/receiver.

Automatic Vehicle Identification Access Systems must include:

- Voltage – 12-volt D.C. (11.5 – 15.0), with protection against reversal and momentary over voltage.
- Current – 0.065 amps to 0.035 amps
- R.F. – 375 Khz, crystal controlled, and pulse modulated type carrier(s)
- Power Cable – utilize two conductor twisted and shielded cable.
- Coding – codes must transmit every 15 minutes.
- The emergency vehicle access code shall be the same code as that utilized for the systems safety loop. It is the manufacturer's responsibility to ensure that the Emergency Vehicle Access Code is identical for all installations within all of Clark County.
- The traffic engineer having jurisdiction must approve all stacking lanes and gate locations. A minimum of 50 feet roadway throat depth is required. The distance is measured from the gate toward the right of way.
- A green colored reflective marker shall be installed, centered in the lane at the start of the stacking lane.
- A second green road marker shall be installed in the center of the loop directly in front of the gate. Manual gates shall have the green marker installed in front of the gate.
- On manual gates, the locking devices shall be equipped with a Knox Company key box or padlock as approved by the local fire department.
- Meet Underwriters Laboratory 325 Requirements.

Inspection

Conducted by the Building & Fire Safety Division and is required prior to placing the Automatic Vehicle Identification System into use. The following conditions apply:

Final inspection

- To schedule an inspection contact Fire Safety Inspections at 702-267-3930 Monday through Thursday.
- Approved plans must be provided on site at time of inspection.
- Inspections must be scheduled a minimum of 24-hours in advance.
- Installations must conform to approved plans.
- As a condition of final approval, two vehicle detector/receiver devices compatible with the Vehicle Identification System must be issued to the Building & Fire Safety Division representative.
- An operational test must be conducted prior to placing the system into operation to establish the final installation complies with this code, the specified design, and is functioning properly.

Gate Maintenance

- Emergency vehicle access gates shall be always kept in an operable condition.
- All repairs shall be in accordance with the manufacturer's recommendations and original specifications.
- Non-conforming gates or gates placed out of service shall be secured in the open position until repaired or brought into compliance.

Fire Safety – Guidelines

HFS – 001 [Emergency Vehicle Access Gates](#)

Fire Code Information for gates that cross a fire lane.

503.6 Access Gates

- ☐ The installation of access gates across a fire apparatus access road shall be approved by the fire code official.
- ☐ Where access gates are installed, they shall have an approved means of emergency operation.
- ☐ The access gates and the emergency operation shall be always maintained operational.
- ☐ The minimum clear opening width shall be 20 feet.

503.6.1 Permit

- ☐ A construction permit is required to install a gate that obstructs a fire apparatus access road in accordance with Section 105.7.12.
- ☐ A separate permit is required for each gated entrance.

503.6.2 General

- ☐ Fire apparatus access roads that are secured by gates shall comply with the specifications of the Fire Department.

503.6.3 Electronically controlled gates

- ☐ Electronically controlled gates shall be provided with an approved vehicle detector/receiver system in accordance with the rules and regulations specified by the Fire Department.
- ☐ Access gates shall be always maintained operational.
- ☐ When electronically controlled gates are out of service, they shall be secured in the open position until repairs are complete.
- ☐ Repairs shall be in accordance with original specifications.

Exception:

- ☐ When approved by the fire code official, electronically controlled gates that are manned on a 24-hour basis.
- ☐ When required by the fire code official, the installing contractor or the owner of the property shall provide the Fire Department transmitter(s) or approved alternative without cost to the Fire Department.
- ☐ The fire code official may provide transmitter(s), at no cost to the Fire Department, to local law enforcement agencies and/or an ambulance service for use in emergencies.