



PERMIT SUBMITTAL REQUIREMENTS FOR Fire Alarm Systems

PERMITTING & DEVELOPMENT
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The purpose of this handout is to assist the public in complying with the detailed permit submittal requirements. It is not a complete list of permit or code requirements and should not be used as a substitute for applicable laws and regulations. It is the responsibility of the owner/design professional to review the submittal for completeness. Only complete applications will be accepted by the city for review.

A **Fire Alarm Permit** is required for installation or alteration of existing Fire Alarm systems. Plans must be submitted for approval and the permit must be issued prior to start of work.

FIRE ALARM SUBMITTAL REQUIREMENTS:

FIRE ALARM PLANS:

- Property address, name, address, phone number of the property owner and contact person for the project
- Clearly indicate the floor or suite number where the proposed system will be installed
- Designate the use of rooms, spaces, tenant space or compartment (i.e., office, retail, medical, deli, storage, mechanical, electrical, kitchen, etc.)
- Floor plans showing equipment location of all alarm initiating and alarm signaling devices, alarm control and annunciation equipment
- Provide material specifications and cut sheets of all initiating, signaling, control and annunciation equipment, include make, model and listing information

CALCULATIONS AND SPECIFICATIONS:

- Battery Calculations
- Provide voltage drop calculations and conductor type and sizes
- Hardware Specifications
- Listing Information, etc.

IMPORTANT INFORMATION:

The Fire Marshall shall be notified when any required fire alarm system is placed temporarily out of service and upon restoration of service. The location of the locked FACP, remote annunciator panels and access keys shall be approved by the Fire Marshal prior to permit issuance. The written operating instructions for all panels and annunciators shall be stored at the location of these units. Manual fire alarm panels shall be installed no more than 54 inches above the finished floor surface. All State of Washington accessibility requirements (WAC 51- 40- 1106.15) must be met for access, signage and visible alarms.

FIRE STOP PROTECTION REQUIREMENTS

Through-penetration fire stops shall have an F or T rating as determined by tests conducted in accordance with IBC Section 712. Through-penetration fire stops may be used for membrane penetrations. The F rating shall apply to through penetrations and shall not be less than the required fire resistance rating of the assembly penetrated. The T rating shall apply to through penetration locations required to have T ratings as specified in IBC 711 and shall not be less than the required fire resistance rating of the assembly

penetrated. Type F fire stop material shall be provided around wall or membrane penetrations and/or floor and ceiling penetrations. Type T fire stop material shall be provided for pipes and conduits larger than four (4) inches in diameter at penetrations of floor membranes, above corridor ceilings not required to be part of the assembly, and where they penetrate below any ceiling adjacent to walls requiring protected openings.