



SAN JUAN COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT
OFFICE OF THE SAN JUAN COUNTY FIRE MARSHAL
 135 Rhone Street, PO Box 947, Friday Harbor, WA 98250
 (360) 378-3473 (FIRE) | (360) 378-2354
 firemarshal@sanjuanco.com | www.sanjuanco.com



FIRE CONSTRUCTION PERMIT SUBMITTAL CHECKLIST

FIRE ALARM AND DETECTION SYSTEMS

PROJECT INFORMATION	
Site Address & Parcel #:	Associated Permits:
Project Name / Tenant:	Property Owner:

Electronic File Standards

File Naming Standard: Electronic plans and documents shall be named as specified in bold type under “permitting requirements”. For example, the seating plan must be named “Seating Plan”.

Acceptable File Types: Plans, calculations, specifications and supporting documents shall be uploaded as a PDF file.

Document Orientation: All plans must be uploaded in “Landscape” format in the horizontal position. All other documents can be in “portrait” format.

CODE EDITIONS
<ul style="list-style-type: none"> ○ 2018 Washington State Fire, Building, and Mechanical Code and NFPA 72
PERMITTING REQUIREMENTS
<ul style="list-style-type: none"> ○ A Fire Construction Permit is required to install or modify a <u>Fire Alarm and Detection System</u> required by Section 105.7.7 of the 2018 Washington State Fire Code. The following information is required at the time of application for the Fire Construction Permit.

- Completed Fire Construction Permit Application
- Completed “Fire Alarm and Detection System -submittal checklist”
- Current copy of the System Installer Certification
- Current copy of the Department of Labor and Industries Contractor License
- Plans – Stamped and signed by the system designer



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OVER THE COUNTER PERMIT

- The project qualifies for an over-the-counter permit if the project scope of work is the addition, replacement, relocation, or removal of 7 or less notification appliances only. *More than 7 notification appliances requires full permit.*
- Over the counter permit Provide:
 - Floor Plan
 - Place note on the plan indicating “Battery calculations are not adversely affected by this project and will be verified utilizing a 24-hour battery test with a 5-minute load test at time of final inspection.”
 - Cut sheets for the equipment, devices
 - Evidence of system designer qualifications (NICET, CFAD, PE)
 - Copy of the UL or FM Certificate for central station service to be utilized
- An over-the-counter permit will be issued, and you may install the fire alarm notification appliances after the permit issuance (and State Electrical Permit), provided that it is installed per the WAFC and NFPA 72 requirements.

PLANS

The following is a list of information required on all plan submittals for review of an “Fire Alarm and Detection System” permit application. The plan shall be drawn to 1/8”=1’0” minimum scale. The applicant is required to submit all of this information so an accurate and timely review may be done:

- Written narrative providing intent and system description
- Riser diagram
- Floor plan layout showing locations of all devices, control equipment, and supervising station and shared communications equipment with each sheet showing the following:
 - Point of compass
 - A graphic representation of the scale used
 - Room use identification
 - Building features that will affect the placement of initiating devices and notification appliances
- Sequence of operation in an input/output matrix
- Equipment technical data sheets
- Manufacturers’ published instructions, including operation and maintenance instructions
- Battery capacity and de-rating calculations
- Voltage drop calculations for notification appliance circuits
- Mounting height elevation for wall mounted devices and appliances
- Minimum sound pressure levels that must be produced by the audible notification appliances in applicable covered areas



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PLANS, CONTINUED

- Pathway diagrams between the control unit and the supervising station and shared communications equipment
- Completed record of completion in accordance with 2016 NFPA 72 7.5.6 and 7.8.2
- For software-based systems, a copy of site-specific software, including specific instructions on how to obtain the means of system and software access (password)
- Record (as built) drawings
- Records, record retention, and record maintenance in accordance with Section 7.7 of 2016 NFPA 72
- Completed record of inspection and testing in accordance with 7.6.6 and 7.8.2 of 2016 NFPA 72
- Documents shall identify the name and contact information of the system designer, including the certification type and number (NICET, PE, ETC.)
- All fire alarm drawings shall use symbols described in NFPA 170, or all symbols shall be annotated on the drawing in a symbol identification chart.
- Notification design documentation – 2016 NFPA 72
 - Include the ambient sound pressure levels and audible design pressure levels in accordance with 18.4.1.4.3
 - Analysis and design documentation for narrow band tone signaling in accordance with 18.4.6.4
 - Documentation of acoustically distinguishable spaces in accordance with 18.4.10
 - The maximum sound pressure level shall not exceed 110 dB, and for public mode appliances, the maximum sound pressure level shall not exceed 30 dBA over the ambient sound level. 2018 WSFC 907.5.2.1.2
- Detection design documentation – 2016 NFPA 72
 - Heat detection design documentation shall be provided in accordance with Section 17.6
 - Smoke-sensing fire detectors documentation shall be provided in accordance with Section 17.7
 - Radiant energy-sensing fire detectors design documentation shall be provided in accordance with Section 17.8
 - Gas detectors design documentation shall be provided in accordance with Section 17.10



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- Identification of all zones to be shown. 2018 WSFC907.6.3
- Occupancy classification as shown on the building plans or certificate of occupancy and occupant load of each floor/area
- Mechanical systems installed in building such as smoke removal, duct detectors, elevator functions, access control systems, exiting control systems – delayed egress systems, show the interconnection/integration of systems

SHOP DRAWING REQUIREMENTS

- Drawings shall be submitted in electronic format, in PDF
- Drawings shall be drawn in the indicated scale
- Shop drawings shall include the following:
 - Name of protected premises, owner, and occupant (where applicable)
 - Name of installer or contractor
 - Location of protected premises
 - Device legend and symbols in accordance with NFPA 170, or other symbols as identified on the drawings
 - Date of issue and any revision dates
- Floor plan drawings shall be drawn to indicated scale and include the following:
 - Floor or level identification
 - Point of compass (indication of North)
 - Graphic Scale
 - All windows and doors
 - All partitions extending to within 15 percent of the ceiling height
 - Room and area descriptions
 - System devices/component locations
 - Locations of fire alarm primary power disconnecting means
 - Locations of monitor/control interfaces to other systems
 - System riser locations
 - Type and number of system components/devices on each circuit, on each floor or level
 - Type and quantity of conductors and conduit for each circuit
 - Identification of any ceiling over 10 feet in height where automatic fire detection is being proposed
 - Details of ceiling geometries, including beams and solid joists, where automatic fire detection is being proposed
 - Where known, acoustic properties of spaces.
- System riser diagrams shall include the following information



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- General arrangement of the system in building cross-section
- Number of risers
- Type and number of circuits in each riser
- Type and number of system components/devices on each circuit, on each floor or level
- Number of conductors for each circuit
- Control unit diagrams shall be provided for all control equipment, power supplies, battery chargers, and annunciators and shall include the following:
 - Identification of the control equipment depicted
 - Location of control equipment
 - All field wiring terminals and terminal identifications
 - All circuits connected to field wiring terminals and circuit identifications
 - All indicators and manual controls
 - Field connections to supervising station signaling equipment, releasing equipment, or emergency safety control interfaces
- Typical wiring diagrams shall be provided for all initiating devices, notification appliances, remote indicators, annunciators, remote test stations, and end-of-line and power supervisory devices.