

Documents Required To Make Application For A Fire Permit

**Due to the time involved in the processing paperwork
no application or permit will be processed after 4:30 PM**

Permits are required to submit 2 complete sets of sealed plans/drawings that are applicable to the permit your applying for (including but not limited to site, building, life safety plan, alarm, sprinkler, standpipe and hood exhaust and suppression systems). Plans are required to be in compliance with the current edition of the Florida Building Code & Florida Fire Prevention Code. All plans are required to be submitted to Suwannee County Building Department along with a copy of the plans in digital format on compact disc. We will submit to Suwannee County Fire Rescue, Division of Fire Prevention for fire review by the Fire Marshal or his/her designee.

A printout sheet (property card) showing legal description of property from property appraiser or at www.suwanneepa.com. If property is not in owner's name, then must provide documentation regarding ownership of property, or copy of lease agreement (where applicable) if not submitted with another active permit for this site.

Processing Time - 24 hours to process application/permit. One Week minimum for plan review. 24 hours' notice is required for an inspection.

Pro-rata assessment for fire must be paid, final inspection on septic, driveway & fire inspection before release of power or Certificate of Occupancy issued. 911 Address must be posted to pass final inspection.

What information is needed on structural drawings?

- o Structural Plans shall include a Life Safety Plan.
- o The Life Safety Plans shall include occupancy load calculations, travel directions and distances. In addition, plans shall include egress calculations, including egress capacity, minimal aisle width.
- o Plans shall include emergency lighting and exit signage locations.

What information is needed on the shop drawings?

- o Reference the Florida Fire Prevention Code and appropriate National Fire Protection Association (NFPA) codes and editions.
- o The manufacturer product literature for all materials.
- o Installation of fire alarms, provide plans and battery calculations in accordance with NFPA 72.
- o Fire sprinkler systems, include hydraulic calculations in accordance with NFPA 13.
- o Above/underground tanks, show the manufacture's specification and listing for the tank, location, distance to buildings, buoyancy calculations, tie-downs, and spill

containment method in accordance with NFPA 30, the current Florida adopted edition of the Fire Prevention Code.

- o Chemical suppression systems, indicate pipe sizes, plenum nozzle coverage, flow point information, and location of remote pull station.

When are signed and sealed documents required? The Florida Building Code, Section 105 requires that during Building Permit application, plans for fire sprinkler installations involving 50 or more heads are signed and sealed by a registered professional engineer. Otherwise, a licensed Fire Contractor can design and create the plans. If installations are not associated with a building permit but involves a fire sprinkler system involving 50 or more heads, one set of signed and sealed drawings by a Florida Registered Professional Engineer and three sets of shop drawings by the installing contractor are needed.

FBC 104.4.13 (5) Requires fire alarm installations with a cost greater than \$5,000 be signed and sealed by a Florida Registered Professional Engineer. Otherwise, a licensed Electrical Contractor can design and create the plans. If installations are not associated with a building permit but involves fire alarm installations with a cost greater than \$5,000, one set of signed and sealed drawings by a registered professional engineer and three sets of shop drawings by the installing contractor are needed.

The following types of inspections are offered for fire permits:

- o Alarm system.
- o Underground main (visual).
- o Underground main (flush).
- o Underground main (hydro).
- o Hydrant flow.
- o Aboveground hydro (sprinkler system).
- o Sprinkler/standpipe.
- o Fire pump.
- o Pre-Engineered Suppression Systems
- o Chemical/gaseous agent.
- o Fuel tank.
- o Sprinkler system alteration.

FIRE SPRINKLER PERMITTING REQUIREMENTS

Plan submittal:

Hydraulic calculations where applicable, and at least one set of manufacturer specifications for all components shall be submitted.

Plan shall indicate among other things, the project address and suite number if applicable.

Submittal shall clearly indicate: scale, location of connection to water supply, all pipes, valves, heads and other system components.

A permit will be issued only to state certified fire protection contractors.

Water supply data shall be based on a test conducted not more than one year preceding the submittal.

Inspection procedure:

To receive a satisfactory inspection the following is required:

An approved set of plans shall be available on the site at all times.

The installing contractor shall have the completed and signed the contractor's material and test certificate (as) required by NFPA 13 (as applicable) on the jobsite.

The installing contractor shall have the hydraulic design information signage affixed in accordance with NFPA 13.

FIRE ALARM PERMITTING REQUIREMENTS

All new Installs, changes, alterations that change original design of system requires permit.

At least one set of manufacturer specifications for all components, including wire, shall be submitted.

Plan shall indicate, among other things, the project address, and the site number if applicable.

Submittal shall clearly indicate, scale, location of all devices (including EOL's), panels, power supplies, and risers.

A copy of the battery backup calculation shall be submitted for all systems.

Voltage drop calculations for indicating circuits when required. The voltage drop to the farthest outlet shall not exceed 5% of the voltage supply.

For systems with voice evacuation capabilities, after fire calculation shall be submitted.

Inspection procedure:

To receive a satisfactory final inspection the following is required:

An approved set of plans shall be available on the site at all times.

The contractor shall have a certificate of completion, inspection testing, and maintenance forms; provided in NFPA 72 (2013 edition).

The fire alarm control panel shall have a certification tag affixed in accordance with the State Fire Marshal Rule 69A-48.

RANGE HOOD & FIRE SUPPRESSION REQUIREMENTS

Manufacturer specifications for all components, including wiring shall be submitted.

Plan shall indicate among other things, the correct project address, suite number if applicable.

Equipment shall be compliant with the current edition of NFPA 1, NFPA 17A, and NFPA 96 as adopted by the Florida Fire Prevention Code.

Submittal shall clearly indicate: scale, appropriate location of all kitchen equipment, heads, and piping.

Buildings equipped with fire alarm panel the contractor must tie the suppression system into the wiring to the fire alarm. For systems not tied to the fire alarm panel, a visual or audible device shall be tied to the trip microswitch.

Inspection procedure:

An approved stamp set up plans shall be available on-site at all times for review.

The contractor shall provide any documentation required by NFPA 96 and the hood and pull station shall have the certification tag affixed in accordance with the State Fire Marshal Rules.

The contractor shall have movable cooking equipment; shall be provided with a means to ensure that it is correctly positioned in relation to the appliance discharge nozzle during cooking operations. Alignment of devices are required.

The contractor shall be prepared to perform a balloon test, smoke test, and light test on hood systems. A light test shall be performed prior to the enclosing of ceiling, walls and wrapping of ducts.

WATER SUPPLY, WATER MAINS, FIRE HYDRANTS & FDC REQUIREMENTS

Water supply for fire protection and fire hydrant locations and distribution shall be in accordance with Annex I of the National Fire Protection Association (NFPA 1), of the Florida Fire Prevention Code. Distance measured, as a fire truck would lay a hose along a road or driveway. Existing public hydrants may be used to meet some or all of your fire flow requirements.

Indicate on and off sight water main sizes supplying the fire protection system. (I.e. fire hydrants, sprinkler and standpipe systems).

Fire hydrant shall be located within 100 feet of any fire department connection

Indicate location will all fire department connections. FDC shall be grouped together and shall not be located on any building

Fire department connections located within 50 feet of each other shall be marked as to what system/building each FDC serves

Indicate backflow and double detector check devices

Indicate the point of service where the water main is used strictly for fire suppression activities

Fire department connections (FDC) shall also be identified by signage that states "No parking FDC" or "FDC" this shall be on a white sign with six-inch red letters.

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