PLANNING AND DEVELOPMENT SERVICES

BOISE CITY HALL: 150 N. CAPITOL BLVD | MAIL: PO BOX 500, BOISE ID 83701-0500
CITYOFBOISE.ORG/PDS | P: 208-608-7100 | F: 208-384-3753 | TTY/TTD: 800-377-3529

PDS Document Number #601

Fire Alarm Permit Submittal Checklist

Case #: _____

Date: _____ Project Name: _____

Site Address: _____

Application Submittal

Fire Alarm permit applications and plans are submitted to the city through our Electronic Plan Review System. This checklist must be completed as part of the required documentation.

> **Our ePlanReview system** lets you submit documents and plans electronically for review. Go to www.cityofboise.org/pds for more information. All electronic flies must meet the requirements specified in the "Electronic Plan Review Submittal Standards" document. Electronic Files that do not meet these requirements will not pass pre-screen review. www.cityofboise.org/pds/ePlanReviewStandards

Application Acceptance

The following is a list of basic requirements for plans submitted for permit approval. It is not intended to be a complete list of all applicable code requirements or to relieve the applicant from compliance with code.

- Incomplete submittals will not be accepted. Applicants with incomplete submittals must upload additional documents or work with staff to provide the correct documentation.

- Plans must be accepted as complete before review can begin.

- A fire alarm permit application shall be provided as the cover document for all plan submittals and resubmittals.

- All sections of the application shall be completely filled out.

- The applicant shall be responsible to ensure that design specifications and plans are complete and in compliance with the requirements of the International Fire Code and applicable standards.

Instructions

- Check (☑) the appropriate boxes below. Staff will verify that all required information is included.

Proposed Work

Yes	N/A	
☐	☐	New Alarm System within a new building
☐	☐	New Alarm System within an existing building
☐	☐	Replacement of existing system (Include reason for replacement in explanatory comments)

☐ ☐ Modification of existing alarm system (Include permit number for original installation if applicable) (FIR__ - _____)

☐ ☐ Resubmittal (Include Fire Alarm Permit Number: (FIR__ - _____)

☐ ☐ Plan Modification (Plan changes after approved plans have been issued but not yet finaled) (FIR__ - _____)

☐ ☐ Two-way communication

Alarm System Coverage

(Check ALL sections which are applicable to the new or existing system design.)

Yes   N/A

☐ ☐ Required manual fire alarm system

☐ ☐ Required automatic detection

☐ ☐ Non-required automatic detection

☐ ☐ Audible/Visual annunciation

☐ ☐ Sprinkler Monitoring

☐ ☐ HVAC smoke detector monitoring

☐ ☐ Smoke damper detectors

☐ ☐ Smoke rated fire doors

☐ ☐ High Rise Building

☐ ☐ Elevators

☐ ☐ Type 1 cooking hood extinguishing system monitoring

☐ ☐ Special extinguishing system releasing panel

☐ ☐ Offsite alarm supervision; Type: _____

☐ ☐ Fire Department approved fire alarm upgrade agreement)

☐ ☐ Alternative materials/methods/design of construction or equipment, approved and signed by the Building Official, and where applicable, the Fire Marshal, or Assistant Fire Marshal

Documents Provided

Yes   N/A

☐ Form #601 –Fire Alarm Permit Application – all pages

☐ Fire alarm plans. Plans shall be drawn to minimum 1/8″ scale on minimum 18″ x 24″ size sheets.

☐ ☐ Letter from engineer or engineers approved stamp

☐ ☐ For engine driven generators include verification of conformance with NFPA 72 including the fuel supply

Fire Alarm Plans

Yes   N/A

☐   Site plan (Include streets, adjacent buildings, property lines and North arrow)

☐   All plan sheets include title block, name and address of project, and north arrow.

☐   Floor plan clearly detailing all walls, doors and identify use of all areas

☐   Exterior walls and doors are clearly distinguished from other construction features

☐   Details of ceiling heights and construction, when applicable to smoke detectors and ceiling strobes

☐   A scaled bar graph shall be shown on all sheets

☐   ☐   Include source and location of emergency standby generators.

☐   Legend provided

☐   Tenant improvement plans show all adjacent spaces and devices as necessary to show proper device coverage, when system includes visual annunciation devices or area coverage smoke detection.

☐   Location of all initiating and annunciating devices in the project area

☐   Circuit zone numbers, and/or individual device addresses and approximate wiring information for all devices in project area

☐   ☐   Distinguish new from existing alarm equipment with "N" and "E" subscripts

☐   ☐   Strobe candela ratings

☐   Location of all control panels, booster panels, and remote annunciators

☐   ☐   Location of all sprinkler risers, waterflow switches, control valve; fire pumps and controllers

☐   ☐   Location of all cooking hood extinguishing systems and other special extinguishing systems

☐   ☐   Smoke damper locations

☐   ☐   Location of smoke doors on hold open devices or door closing devices

☐   ☐   Air handlers requiring duct detectors

☐   ☐   Ancillary devices, fuel and power shut offs, release of exit door latching hardware, release of door hold-open devices, elevator shunt trip and recall and control voltage monitoring

☐   ☐   Location of remote indicator devices

☐   ☐   Typical device wiring connections

☐   ☐   Battery & Voltage drop calculations (All affected panels)

☐   Manufacturer's data sheets and model numbers for all equipment and devices (Identify model used)

☐   ☐   Compatibility listings verifying component compatibility with the FACP

☐   Fire alarm riser diagram, showing the affected circuits and address/zone numbers, FACP and NAC panel make and model numbers

☐   Alarm response matrix (system specific)

Riser Diagram

Yes   N/A

☐   All control panels, proposed additions & modifications

☐   All new and existing initiating and annunciation circuits

☐   New and existing connected devices on all modified circuits.

☐   ☐   An "E" or "N" subscript to distinguish existing from new equipment and devices

☐   An equipment legend for all devices, (including the model identification), if different from legend shown on floor plans

☐   ☐   All power supplies. Include AH rating of batteries.

☐   Offsite monitoring connections

☐   ☐   Interface of fire safety control functions

☐   Conductor types and sizes. Identify if wiring is enclosed in conduit, exposed, power limited or non-power limited

☐   Device addresses for addressable systems; or device locations by room number or name, for zoned systems

Signature of Applicant

I, the undersigned, have completed the above checklist noting all pages and supporting documents for the project.

_____   _____

Signature of Submitting Applicant   Date