

Contractor Permit Submission Requirement Checklist

Fire Alarm Modification

Device-for-device modifications only require listing agency and data sheets for equipment being replaced and proof of being compliant with the existing system.

Addition of 3 or more devices/appliances to an existing system require the following:

1. Location including street address and occupant business name.
2. Written narrative providing intent and system description. Including IBC building occupancy classification, occupant load, and square footage of building.
3. Riser diagram.
4. Floor plan layout showing locations of all devices, control equipment, and supervising station and shared communications equipment with each sheet showing the following:
 - a. Point of compass (north arrow)
 - b. A graphic representation of the scale used
 - c. Equipment symbol legend
 - d. Room use identification
 - e. Building features that will affect the placement of initiating devices and notification appliances
5. Sequence of operation in either an input/output matrix or narrative form.
6. Equipment technical data sheets. Cut sheets with UL listing or other approved agency listing.
7. Manufacturers' published instructions, including operation and maintenance instructions.
8. Battery capacity and safety margin calculations (where batteries are provided).
Calculations require engineer stamp.

9. Voltage drop calculations for notification appliance circuits. Calculations require engineer stamp.
10. Mounting height elevation for wall-mounted devices and appliances.
11. Where occupant notification is required, minimum sound pressure levels that must be produced by the audible notification appliances in applicable covered areas. Reference NFPA 72 2019 Table A18.4.4 Average Ambient Sound Level According to Location
12. Locations of alarm notification appliances, including candela ratings for visual alarm notification appliances.
13. Pathway diagrams between the control unit and shared communications equipment within the protected premises.