



## FIRE ALARM INSTALLATION PERMIT APPLICATION

TYPE OR PRINT ALL INFORMATION:

Date \_\_\_\_\_

- NFPA compliant system (See fire alarm system permit instruction form.)
- Non-NFPA compliant system (Residential or other monitored system.)

TYPE OF SYSTEM:

- Installation in a new building under construction
- Installation in an addition to an existing building
- Installation in existing building
- Alteration to an existing system
- Repair or replace an existing system

Building Name (If applicable) \_\_\_\_\_

Street Address of Alarm System Installation: \_\_\_\_\_

Tenant Name: \_\_\_\_\_ Tel. \_\_\_\_\_

Property Owner: \_\_\_\_\_ Tel. \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Alarm System Contractor: \_\_\_\_\_ Tel. \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Alarm System Contractor Project Manager: \_\_\_\_\_

\_\_\_\_\_  
(Signature)

*All applicable information outlined in the instruction packet, along with fee payment must be received with this application prior to plan review.*

Office Use Only:

Required System:  Y  N

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

Total Fee: \_\_\_\_\_ Permit # Issued \_\_\_\_\_ Permit Expiration \_\_\_\_\_ Receipt # \_\_\_\_\_

Make permit fees payable to "Hailey Fire Department", 617 S Third Ave., Hailey ID, 83333 Tel. 208-788-3147, FAX 208-788-0279



## **INSTRUCTIONS FOR FIRE ALARM PERMIT APPLICATION**

It is the responsibility of the designer/installer of record to assure that all applicable code requirements are adhered to. The current adopted editions of the International Fire Code (IFC) and International Building Code (IBC), along with the associated National Fire Protection Association Standards shall be the primary, but not all inclusive, resource documents.

To install or alter any type of fire alarm system in a building regulated by the International Fire Code and located within the Hailey City Limits, or any monitored fire alarm system, the installing contractor shall obtain a Fire Alarm System Permit from the City of Hailey Fire Department. No installation work shall be performed until plans are reviewed and approved. The permit application shall be submitted with the following information or supporting documents as follows:

**WARNING NOTE: Private alarm systems are not allowed to automatically dial any city or county dispatch center without written permission.**

### **FIRE ALARM SYSTEM DRAWINGS:**

Submit fire alarm drawings to the Hailey Fire Department, 617 S. Third Ave., Hailey, ID. 83333. Contact the Fire Department at (208) 788-3147 for assistance.

- Drawings shall be scaled; minimum 1/8 inch = 1 foot scale.
- All symbols utilized shall be indicated in a complete legend positioned on the drawings.
- Drawings shall include; all zones, notification circuits, auxiliary circuits, circuit designation and central station connect methods.
- Submit 2 complete sets of fire alarm drawings. One set will be retained for Fire Department file, and one set will be returned to the contractor.
- Ceiling heights shown
- Ceiling construction type shown

- Ceiling slopes identified
- Heating, lighting, obstructions noted

### **SPECIFICATION SHEET**

- Cut-sheets highlighted to identify the specific equipment to be installed
- FACP and/or Annunciator (Type, Listing & Method for preventing unauthorized use)
- DACT, Communicator Devices (Type, Listing and Location)
- Batteries (Type, Voltage, Ampere-Hour Rating)
- Smoke Detector (Type, Configuration, Spacing)
- Heat Detector (Type, Configuration, Spacing)
- Shunt Trip Heat Detector (Type, Rating, Spacing)
- Detection or initiating device used in conjunction with a sprinkler head or shunt device.
- Audible Appliances (Type, Rating, Power Taps)
- Alarm temporal pattern shall be keyed to one half to one second on, and one second "off" for three cycles. The alarm signal shall be repeated for the duration that the fire alarm system is activated.
- Visual Appliance (Type, Coverage)
- Protective Covers (Type, Attenuation)
- Water flow Device (Type, Configuration)
- Supervisory Device (Type, Configuration)
- Sequence of Operation, Matrix Configuration
- Class and Style of Initiating Device Circuits
- Class and Style of Signaling Line Circuits
- Class and Style of Notification Appliance Circuit

### **CALCULATIONS:**

- Battery Calculations
- Wire Size
- Voltage Drops

### **DOCUMENTATION:**

- Supervising Station Name or Remote Station
- Written copy of dispatch information that will be provided to the monitoring station
  - Property name, address, and building/unit #
  - Emergency contact numbers for the property
  - All emergency contact numbers for alarm notification to the Hailey Fire Department shall

be made through the Blaine County Dispatch Center at (208) 578-0745

- Zone Identification
- Zone/Address Verbiage
- Alarm Signals programmed to be transmitted (i.e. Alarm Trouble, Supervisory, Restore, etc.)
- Measured or Estimated Ambient Sound Levels Used

*(Alarm signal devices shall produce a sound that exceeds the Average Ambient Sound Level Table A-6- 3.2 in the National Fire Alarm Code (NFPA Standard 72) in the room by 15 decibels minimum, or 5 decibels above maximum sound lasting 60 second or greater. The fire alarm signal shall not exceed 120 decibels for any occupied area.)*

- Design Parameters and Values if Appendix B Calculations were used.
- All deviation(s) from the adopted Code(s), Standard(s) and/or Amendment(s) requested by the building owner shall be submitted in writing and include the following:
  - The current requirement.

#### **PLANS ON SITE:**

A stamped set of plans approved by the Fire Department shall be available on-site at all times

#### **INSPECTION REQUIREMENTS:**

**Precover Inspection:** A precover inspection shall be required at the time when the wiring and other alarm system components have been installed in the open frame of the walls and/or ceiling. All alarm wiring must be inspected prior to covering the installed components with wall coverings or ceiling panels, etc.

**Rough-In Inspection:** At the stage when the contractor has installed the alarm device boxes and wiring in the rough walls (e.g. pull stations, horn, strobe, etc.) it will be necessary that the fire department inspect the installation. This must be accomplished prior to covering the wiring with wall or ceiling materials.

**Final Acceptance Test:** At the stage when the contractor has completed and tested the entire alarm system and provided all the information as described above, and the building is structurally complete, including painting and carpeting, an application for final inspection of the alarm system may be submitted to the Hailey Fire Department. (See attached application) A minimum advanced notice of 72 hours is highly recommended.

#### **RECORD OF COMPLETION:**

A record of completion that complies with Section I-

I.2 & Figure 14.2.1 in NFPA 72, shall be prepared for each system. Parts 1, 2 and 4 through 10 shall be completed after the system is installed and the installation wiring has been checked. See the “wiring inspection” requirement described below. Part 3 shall be completed after the operational acceptance tests have been completed. A preliminary copy of the record of completion shall be given to the system owner and, where requested, to other authorities having jurisdiction after completion the installation wiring tests. A final copy shall be provided following completion of the system and prior to requesting the final operational acceptance tests in conjunction with the Fire Department.

*Failure to comply with the requirements of the fire code before an application is made could result in a re-inspection fee. Falsification of a public document is punishable under the International Fire Code. This can include the following acts and/or omissions; failure to test system before applying, failure to give all required information, failure of installer to sign form, etc. The penalty for such offense is a misdemeanor and is punishable with a maximum penalty of \$300 fine and/or six months in Jail.*

#### **“AS BUILTS”:**

Prior to requesting a final inspection, submit “as built” (if any changes occurred from the original approved plans) and all certification papers to the Fire Department.

#### **RE-INSPECTION FEES**

Non-technical:	\$50.00/hr
Technical:	\$75.00/hr



617 S. Third Ave.  
Hailey, ID 83333  
208-788-3147  
208-788-0279 Fax