



FIRE ALARM PERMIT

Online application submittal is required through www.MyBuildingPermit.com

Select Application Type: Fire > Applicable Use Type > select proper Activity Type > Fire Alarm

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Responsibility for information. Although designated Department staff members will help you with general questions about completing this form, it is your responsibility to provide detailed information about the fire systems you are installing. Since these forms will be evaluated for completeness and accuracy, you can avoid unnecessary permit delays by carefully providing all required information. Disregard items that don't address your particular building or equipment.

FIRE DETECTION (fire alarm) CHECKLIST

- Fire Alarm System Design per NFPA 72 minimum requirements. All reviews of fire alarm systems, emergency communication systems and alterations and/or additions to existing systems MUST include the following information.
 - Addressable panel? (required for new construction or new systems in tenant improvements) Yes No
 - Zoned Panel: Number of Zones
 - Number of devices (detectors, horn/strobe, pull stations, mage locks, dampers, etc.)
 - Gross floor area of building
 - Square footage breakdown for the project: New: _____ Alteration: _____ Addition: _____

Note: BMC 20.10.040 Existing buildings. B. Buildings or structures to which additions, alterations or repairs are made shall comply with all requirements for new buildings or structures in those portions being altered, repaired or added to, as adopted by the Bothell Municipal Code. When additions to structures or alterations, or repairs to any structure within any 12-month period exceeds 50 percent of the assessed value of an existing building or structure, such building or structure shall be made to conform to all the requirements of BMC 20.10.030 for a new building.

- Provide NICET III documentation [Effective 7/1/2017]
- Panel and device(s) data sheets (Cut-sheets)
- Floor Plans including:
 - Floor or level identification.
 - Identify the use of each room
 - Point of compass (indication of North).
 - Graphic scale.
 - All windows and doors.
 - All partitions extending to within 15% of the ceiling height (where applicable and when known).
 - Room and/or area descriptions.
 - System devices/component locations.
 - Location 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.
 - Identification of any ceiling over 10 feet in height where automatic detection is being proposed.
 - Details of ceiling geometries (incl. beams and solid joists) where automatic fire detection is being proposed.
 - Acoustic properties of spaces (where known).

NFPA [72 7.2.1] Minimum Requirements:

- Identify the person responsible for system design (layout) on system design documents.
- Use of symbols must conform to NFPA 170 Standard for Fire Safety and Emergency Symbols.
- Drawn to an indicated scale (1/8 inch preferred) on sheets of uniform size and with a plan of each floor.
- Riser diagram.

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- Floor plan layout showing location of all devices and control equipment.
 - Sequence of operation in either an input/output matrix or narrative form.
 - Equipment technical sheets.
 - Manufacturers published instructions, including operation and maintenance instructions.
 - Battery calculations (where batteries are provided).
 - Voltage drop calculations for notification appliance circuits.
- Control Unit Diagrams Requirements:
- ALL control equipment (equipment listed as either a control unit or control unit accessory), power supplies, battery chargers and annunciators must have diagrams and include the following:
- Identification of control equipment depicted.
 - Location(s) 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 (where provided).
- Typical Wiring Diagrams and System Calculations Requirements:
- All initiating devices, notification appliances, remote indicators, remote test stations, end-of-line and power supervisory devices.
 - Narrative description or input/output matrix of operation describing the sequence of operation.
 - All NEW fire alarm systems must identify the location of a document cabinet [NFPA 72 7.7.2].
 - Battery calculations.
 - Notification appliance circuit voltage drop calculations.
 - Other required calculations, such as, line resistance calculations (where required).