The purpose behind issuing permits over the counter is to reduce plan review time. All permits issued over the counter are subject to field inspection with the understanding that applicants are ultimately responsible for code compliant construction practices. If you prefer to waive over the counter processing, use Form 201: Fire Alarm Submittal Checklist.

**SECTION 1: GENERAL INFORMATION** – Complete the following:

Initiating Device: □ No  □ Yes  Change Out: _______. (No relocations/listed for panel)

Alarm Panel Change Out: □ No  □ Yes (All existing devices/appliances are listed for panel)

Notification Appliances: □ No  □ Yes  Change Out: _______. (No relocations/listed for panel)

Tenant Improvement/Alteration: □ No  □ Yes:

- Relocating ______ Initiating Devices
- Adding ______ Initiating Devices
- Removing ______ Initiating Devices

\[\text{TOTAL ______ (Maximum 10)}\]

- Relocating ______ Notification Appliances
- Adding ______ Notification Appliances
- Removing ______ Notification Appliance

\[\text{TOTAL ______ (Maximum 10)}\]

Verify Each of the Following Required Conditions by checking the boxes below:

- □ All work completed in accordance with applicable IFC/IBC, NFPA standards, and City ordinances.
- □ New devices/appliances are listed for the panel.
- □ Work will not change current battery load capacity.
- □ Work will not exceed nac capacity or voltage drop.
- □ Panel change out is not voice override IP.

**SECTION 2: SUBMITTAL REQUIREMENTS**

Check off items included with your submittal. Unless otherwise noted, provide three sets or copies of each. At a minimum, application submittal packages shall include the following:

- □ Completed Permit Application Form 200 with Original Signature, plus two copies
- □ Completed Supporting Document Form 202 with Original Signature, plus two copies
- □ Proof of current 01 or 06 license issued by WA State Labor & Industry
- □ Floor Plans – dimensional minimal 1/8"
- □ Equipment Cut Sheets
- □ Battery Calculations
SECTION 3: INSPECTIONS

A final inspection must be scheduled by contacting South Kitsap Fire & Rescue. Please call Greg Rogers, Fire Prevention Manager, at (360) 895-6506. A minimum of 48 hours advance notice is necessary.

☐ A functionality and acceptance test shall be witnessed by the AHJ. The installer shall provide all necessary test equipment including volt/ohm and decibel meter.

☐ A “Record of Completion” shall be delivered to the AHJ prior to the inspection.

☐ Re-inspection fees may apply if work was not in accordance with the permit application.

SECTION 4: GENERAL CODE PROVISIONS

General Requirements

1. System and components shall be listed and approved for the purpose for which they are installed. IFC 907.1.3

2. Secondary power supply shall have sufficient capacity to operate the fire alarm system under quiescent load for a minimum of 24 hours and, at the end of that period, shall be capable of operating all alarm notification appliances used for evacuation for 5 minutes. NFPA 72 4.4.1.5.3.1

3. Automatic fire detectors shall be smoke detectors, except when an approved by the AHJ that an alternative type of detector be installed in a space where a smoke detector may actuate, causing false alarms. IFC 907.2 as amended by City of Port Orchard Fire Code.

4. Ceiling height of 10 feet to 30 feet where heat detectors are installed shall have their spacing reduced per NFPA 72 Table 5.6.5.5.1

I hereby certify that I am the owner (or owner’s authorized agent) of this property or an appropriately licensed contractor (or the firm’s authorized agent) and the installation of the work described will be performed in accordance with all applicable laws & codes, including state contractor registration laws. I understand that failure to comply may result in revocation of any permit from this application.

Signature __________________________________________________________ Date ______________________

Print Name: ______________________________________________________