

# **Borough of Souderton**

**31 West Summit Street**

**Souderton, Pa. 18964**

**215.723.4371**

**Fax 215.723.5569**

## **FIRE PROTECTION SYSTEMS PERMIT APPLICATION PROCEDURES**

A fire protection systems permit is required for all new installations, modifications, alterations and repairs to fire suppression, fire detection and fire alarm systems, equipment and devices. Separate applications are required for each building / tenant space.

PART I – Location of Property – Complete address including city, state and zip code must be provided on all applications.

PARTS II thru X – Complete every section.

PART XI - Plot Plan – Provide scaled plan of entire property. Identify streets adjacent to property. Place all buildings, with size dimensions (length and width) indicated, within property lines and indicate whether existing or proposed. Indicate front yard, side yard, and rear yard setbacks by showing the distance from buildings to property lines on all sides. Show water supply size and fire department connection location. The property owner is responsible for the accuracy of this plot plan.

PART XII – Sign and date application. If property resident is not the owner of the property, a notarized statement indicating the owner's approval of the proposed construction must be submitted with the application. Provide phone numbers for property owner/resident and contractor.

## **ADDITIONAL INFORMATION**

**FEES** – Permit fees must be submitted with the permit application. If paying by check, please make check payable to "Borough of Souderton".

**REVIEW** – The application plans will be reviewed by the Fire Marshal's Office for compliance with the codes of the Borough of Souderton and the Pennsylvania Uniform Construction Code.

**PERMIT GRANTED** – If approved, the permit will be processed and issued within thirty (30) business days. Work may not start until a permit has been approved and granted. The permit cards are to be

**INSPECTIONS** – Call the Borough office (215-723-4371) at least 24 hours in advance to schedule each inspection. Voice mail requests for inspections will not be accepted. Responsibility for notification for inspections at the various stages of construction lies with the applicant and/or contractor. If the appropriate inspections are not requested, they will not be done and un-inspected work will not be granted final approval. If an inspection fails twice for the same code violation, a reinspection fee will be required prior to a third inspection.

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Minimum Requirements for the Submission of Fire Protection Systems Plans for Review

Sprinkler Systems:

Three (3) sets of all scale CAD floor plans/shop drawings including a riser diagram and design criteria.

Three (3) copies of all hydraulic calculations and water supply capacity information.

One (1) set of manufactures specification/cut sheets for all materials, equipment, appliances, piping, fittings and devices to be installed. A U.L. Listing or FM Approval for the proposed installation shall be indicated for all of these items.

One (1) copy of the completed Owner's Information Certificate, (using the standard NFPA13 form).

Each page of the shop drawings and the cover sheet of the hydraulic calculations shall include the seal and signature of the Professional Engineer who was directly responsible for the system design and hydraulic calculations. The Professional Engineer shall be registered in the Commonwealth of Pennsylvania.

Indicate commodity classification, maximum storage height, storage arrangement, widths and locations of all racks, aisles, and roof and ceiling height.

Indicate the use group for all spaces and type of construction as defined by the International Building Code.

Indicate all hazardous materials use, storage or hazardous processes as defined by the International Fire Code.

Failure to provide all of the above information will result in a denial of the permit application!

All Other Fire Suppression Systems:

Three (3) sets of all scale CAD floor plans/shop drawings.

One (1) set of manufactures specification/cut sheets for all materials, equipment, appliances, piping, fittings and devices to be installed. A U.L. Listing or FM Approval for the proposed installation shall be indicated for all of these items.

Each page of the shop drawings shall include the seal and signature of the Professional Engineer who was directly responsible for the system design and hydraulic calculations. The Professional Engineer shall be registered in the Commonwealth of Pennsylvania.

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Indicate commodity classification, maximum storage height, storage arrangement, widths and locations of all racks, aisles, and roof and ceiling height.

Indicate the use group for all spaces and type of construction as defined by the International Building Code.

Indicate all hazardous materials use, storage or hazardous processes as defined by the International Fire Code.

Failure to provide all of the above information will result in a denial of the permit application!

Fire Alarm and Detection Systems:

Three (3) sets of all scale CAD floor plans/shop drawings including a riser diagram, battery calculations, an input/output matrix (sequence of operation) and a device legend.

One (1) set of manufactures specification/cut sheets for all materials, equipment, appliances, and devices to be installed. A U.L. Listing or FM Approval for the proposed installation shall be indicated for all of these items.

Each page of the shop drawings shall include the seal and signature of the Design Professional, (NICET Level III or higher) who was directly responsible for the system design.

Indicate the use group for all spaces and type of construction as defined by the International Building Code.

Indicate all hazardous materials use, storage or hazardous processes as defined by the International Fire Code.

An Electrical Permit is also required for fire alarm systems.

Failure to provide all of the above information will result in a denial of the permit application!

NOTE: One (1) CD with as built plan of construction in .pdf format required prior to final inspection.

NOTE: An Electrical Permit Application is also required when submitting a Fire Protection Permit Application for fire alarm systems.

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**FIRE PROTECTION PERMIT APPLICATION  
TECHNICAL SECTION**

A. IDENTIFICATION- APPLICANT      WHEN MAKING CHANGES TO THE PLANS OR WHEN CHANGING CONTRACTORS OR CHANGING DRAWINGS THIS OFFICE MUST BE NOTIFIED

C. TECHNICAL SITE DATA

BLOCK \_\_\_\_\_ LOT \_\_\_\_\_

WORK SITE LOCATION \_\_\_\_\_

OWNER IN FEE \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE \_\_\_\_\_ CELL \_\_\_\_\_

CONTRACTOR \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE \_\_\_\_\_ CELL \_\_\_\_\_

LIC NO \_\_\_\_\_

FE EMP NO \_\_\_\_\_

DESIGN PROFESSIONAL NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE \_\_\_\_\_

CERTIFICATION NO. \_\_\_\_\_

ESTIMATED COST \$ \_\_\_\_\_

JOBSUMMARY (Office Use Only)

PLAN REVIEW  NO PLANS REQUIRED

JOINT PLAN REVIEW REQUIRED

BUILDING  MECHANICAL   
 FIRE  ELECTRIC   
 PLUMBING  ACCESSIBILITY

**B. FIRE PROTECTION CHARACTERISTICS**

USE GROUP  NEW SYSTEM  RESIDENTIAL  COMMERCIAL  ALTERATION/RENOVATION

TENANT FIT OUT

NUMBER OF HEADS \_\_\_\_\_

NUMBER OF HEADS MODIFIED \_\_\_\_\_

AUTO SPRINKLER  NFPA 13  NFPA 13 R  NFPA 13D

TYPE OF SYSTEM  WET  DRY  OTHER

CLEAN AGENT TYPE \_\_\_\_\_

FIRE ALARM  PULL STATION  HORN/STROBE  ADDRESSABLE

FIRE DETECTION  SMOKE  HEAT  DETECTORS

FIRE PUMP GMP  WET  DRY

STANDPIPE \_\_\_\_\_

NUMBER OF HOSE OUTLETS \_\_\_\_\_

UNDERGROUND FIRE MAIN  LF \_\_\_\_\_

PIPE DIAMETER \_\_\_\_\_

COMMERCIAL HOOD  WET CHEMICAL  SPRINKLER  OTHER

**D. CERTIFICATION IN LIEU OF OATH**

I HEREBY CERTIFY THAT I AM THE (AGENT OF) THE OWNER OF RECORD AND AM AUTHORIZED TO MAKE THIS APPLICATION AND PERFORM THE WORK LISTED ON THIS APPLICATION

PRINTED NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_