



Contractor's Guide for a Fire Permits

The following permits are applied for through the Building Department.

- Fire Mains
- Hydrants
- Sprinkler Systems
- Standpipe Systems
- Fire pumps
- Pre-Engineered Suppression Systems
- Commercial Kitchen Hood Systems
- Fuel tanks
- Fire Alarm Systems
- Alterations to Fire Protection Systems
- Life Safety Review of Commercial Structures

Note: Due to the time involved in the process paperwork no application or permit will be processed after 4:30 PM.

All applications submitted for permit to the Building Department are required to submit two complete sets of plans (including but not limited to site, structure, alarm, sprinkler, standpipe, hood exhaust and suppression systems) in compliance with the Florida Building Code 2014 (5th Edition). Both sets submitted to Building Department along with a copy of the plans in digital format on compact disc. Fire permits will be forward to Suwannee County Fire Rescue for fire review by the Fire Marshal or his/her designee.

Processing Time - 24 hrs. to process application/permit. One Week minimum for plan review. 24hr notice is required for inspections.

Pro-rata assessment for fire must be paid, final inspection on septic, driveway & fire inspection before release of power or Certificate of Occupancy issued. 911 Address must be posted to pass final inspection.

- Any structure that has a fire protection system is required to have a Knox Box for any gate-controlled access. Contact the Suwannee County Fire Prevention Division at (386) 208-1484 to obtain an application.

Site Review and Construction:

- Provide required Fire Rescue Department access roads and onsite water as per the currently adopted edition of NFPA 1 Chapter 18.
- Fire Rescue Department access roads shall be provided throughout the construction process and onsite water before any combustibles are introduced.
- Fire Rescue Department access road shall be a minimum of 20 feet wide and capable of supporting the imposed loads of our apparatus in all weather conditions.
- A minimum vertical clearance of 13 feet 6 inches shall be provided.
- A Fire Rescue Department access road shall extend to within 50 feet of a door leading to the interior of any proposed structure.
- Any dead-ends over 150 feet on a Fire Rescue Department access road shall be provided with a approved cul-de-sac, T or Y type turnaround.
- In the Urban Service Area, a fire hydrant is required to be within 500 feet to the most remote point of any proposed structure (300 feet to industrial occupancies). This distance is measured along the road as our apparatus would drive. Hydrant cannot be across any major two lane or larger roads.
- In the Rural Service Area, on-site water shall be provided through a dry hydrant system in accordance with the currently adopted edition of NFPA 1142 and the requirements of the Suwannee County Fire Prevention Division. The dry hydrant connections shall be within 500 feet of any proposed structure.
- A Knox Box is required for any gate-controlled access. Contact the Suwannee County Fire Prevention Division at (386) 208-1484 to obtain an application.

Building Plans Review and Construction Inspections:

- Plans currently reviewed for compliance with the currently adopted edition of the Florida Fire Prevention Code.
- Plans submitted shall include a code analysis with occupancy class, type of construction, number of stories, square footage, occupant load, sprinkler system Y/N.
- Provide a seated/furniture floor plan sheet.

- Provide written verification from a licensed engineer or architect that light frame truss-type construction is/is not present and if Florida State Statute 633.022 applies.
- Clearly defined existing and proposed conditions.
- Separate submittals are required for the fire sprinkler systems, fire underground, fire alarm systems, and dry hydrant system permits.
- An approved/stamped set of construction plans shall be on the jobsite at all times. If stamp plans are not at the jobsite, the inspections will fail.
- Inspection shall be called into the Suwannee County Building Department (386) 364-3407 prior to 4:30 p.m. and will be scheduled within 48 hours.
- The final certificate of compliance inspection shall include satisfying the following: All required fire protection and life safety systems shall be installed, tested and in full operation with any related permits finalized.
- All occupancies shall have the proper size, type, and number of fire extinguishers provided as per the currently adopted edition of NFPA 1, Chapter 13.6.
- All commercial project shall have their roads/drives paved with any required signage installed in accordance with the currently adopted edition of NFPA 1, Chapter 18.
- The building address shall be posted in accordance with the currently adopted edition of NFPA 1, chapter 10.11. Number shall be a minimum 6 inches and of contrasting colors that is visible from the roadway.
- This list of requirements is not all inclusive, other requirements may apply depending on individual project issues.

Fire Sprinkler & Fire Underground Plans Review and Inspections:

- Items submitted for a fire sprinkler application shall include the job value and as much pertinent information as possible such as pipe size, pipe length, pipe type, etc. Include any required hydraulic calculations.
- If the new, additions, or changes to the fire sprinkler system configuration will affect 50 or more fire sprinkler heads, provide engineering documents meeting the requirements of F.A.C. 61G15-32.003 and .004 (FBC 105.3.1.2)

- Water supply data shall be based on a test conducted not more than one year preceding the submittal.
- Plan shall clearly indicate type of sprinkler head, make and model, new headcount, orifice size, and temperature rating of proposed sprinkler heads.
- Plan shall clearly indicate any required fire department connection (FDC), either on the building or freestanding. As approved by the Fire Marshal.
- FDC shall be installed street side on the front of the protected structure.
- FDC's within Suwannee County shall be a 5-inch storzs connection, with a 30° turn down. A NFPA 13 R system requires a single 2 ½ inch connection.
- A freestanding FDC shall utilize pipe that is listed in table 10.1.1. NFPA – 13.
- Plan shall clearly indicate fire underground pipe type, pipe size, and pipe length.
- A fire hydrant shall be a minimum 6-inch fire line.
- A fire underground shall have a full visual inspection, all joints must be fully exposed, and any required thrust blocks shall be in place.
- All joints shall be protected against corrosion in accordance with the currently adopted edition of NFPA 24, chapter 10.3.6.
- 100% of the fire underground installed shall be hydrostatically tested at 200 psi for a minimum of 2 hours witnessed by a fire inspector.
- A flush shall be conducted and witnessed by a fire inspector.
- Provide Statement of Compliance sheets and any other required test paperwork to the fire inspector.
- New aboveground fire sprinkler system shall have a pressure test at 200 psi for a minimum of two hours with all sprinkler pipe exposed.
- Fire sprinkler final shall include a visual inspection of the entire system, flow and tamper functional, the installation of the hydraulic Calc plate at the riser, and a spare sprinkler head box installed at the riser with spare sprinkler heads and a wrench.
- This list of requirements is not all inclusive, other requirements may apply depending on individual project issues.
- Note: No permit is required for five sprinkler heads are less.

Dry Hydrant System Plans Review and inspections:

- Plan shall clearly demonstrate the calculation utilize from the current adopted edition of NFPA 1142 to determine the amount of gallons of water required to protect any proposed structure.
- Plans shall clearly indicate location of tanks, any underground piping, though well for an initial fill and maintaining full water level, tank vent size, and the 6-inch NST female connection with cap within 10 feet of a hard surface Fire Rescue Department access road.
- The system is required to be pretested prior to requesting the fire final functional tests.
- Systems shall have a final inspection by fire inspector with the nearest fire station engine and crew to perform a functional test, connecting to the 6-inch connection and pumping a thousand GPM for five minutes.
- Tanks and connections shall be no closer than 50 feet to protective structures due to exposure hazard.
- 6-inch NST female connection with cap for the fire department to draft water shall be installed so the most remote portion of the protected structure is within 500 feet. The distance is measured along the road as our apparatus would drive.
- Provide Statement of Compliance paperwork to the fire inspector.
- Provide a water usage agreement.
- This list of requirements is not all inclusive, other requirements may apply depending on individual project issues.

Fire Alarm System Plans Review and Inspections:

- Items submitted for a fire alarm application shall include the job value and as much pertinent information as possible such as equipment used, wiring, communications, etc.
- If the new, additions, or changes to the fire alarm system with a job value greater than \$5000, provide the State required Engineering documents meeting the requirements of FAC for "Design of Fire Alarms and Detection Systems". Plans are required to be signed and sealed. FAC 61G15-32.003 and .008; 61G15-33.006 FBC 5th ed. 105.3.1.2 (4). Provide complete information required by Florida Administrative Code 61G15-32.008 (1)-(7). A copy of the bid shall be available as proof of valuation upon request of the plan's reviewer.

- Plan shall clearly indicate all proposed and any existing devices.
- Plan shall include a riser diagram showing a device count.
- Battery calculation shall be submitted along with cut sheets for all devices used.
- All new systems, and some addition to existing systems, require a rough in inspection.
- Fire alarm final shall include a functional test of all installed devices, initiating, notification, monitoring signals (verifying billing address), Ansul (if provided), and flow/tamper signals (if provided).
- A copy of the inspection from the fire alarm contractor shall remain at the FACP.
- Provide Statement of Compliance paperwork and any required test papers to the fire inspector.
- This list of requirements is not all inclusive, other requirements may apply depending on the individual project issues.
- Note: no permit is required for two devices or less, not including a new fire alarm control panel.

Hood Exhaust & Fire Suppression:

- Items submitted for a hood/fire suppression application shall include the job value and as much pertinent information as possible such as hood(s) exhaust duct(s) and appliances along with the interface of the fire extinguishing system detectors, piping, nozzles, fuel shut-off devices, agent storage container(s), and manual activation device(s) maybe submitted with the original building construction plans as part of the complete building package or separate.
- Fan specification shall be submitted with fans to verify CFM and model number.
- Equipment shall be compliant with the current edition of NFPA 1, NFPA 17A, and NFPA 96 as adopted by the Florida Fire Prevention Code.
- Submittal shall clearly indicate scale, appropriate location of all kitchen equipment, heads, and piping.
- The suppression system is required to have a visual or audible device attached to indicted system trip. Or tied the buildings fire alarm panel, if applicable.

- The contractor shall provide any documentation required by NFPA 96.
- The contractor shall have movable cooking equipment shall be provided with a means to ensure that it is correctly positioned in relation to the appliance discharge nozzle during cooking operations. Alignment of devices are required.
- The contractor shall be prepared to perform a balloon test, smoke test, and light test on hood systems. A light test shall be performed prior to the enclosing of ceiling, walls and wrapping of ducts.