



**CITY OF SAN ANTONIO**  
**SAN ANTONIO FIRE DEPARTMENT**  
**FIRE PREVENTION DIVISION**



TO: Participating Fire Alarm and Detection System Contractors and Professional Engineers

SUBJECT: **INFORMATION BULLETIN 122**  
**Fire Alarm Permit Application and Checklist**

DATE: April 17, 2007  
*Revised: June 28, 2012*

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### **Introduction**

The following Application and Checklist is furnished for the purpose of expediting the City review of plans and specifications submitted for fire alarm systems, emergency voice alarm communication systems, sprinkler supervisory systems, elevator recall control and supervisory systems, and fire alarm system control panel replacement permits issued by the San Antonio Fire Department. The Checklist does not constitute a complete list of all items that may be required for approval during the plans review process prior to permit issuance. The owner or owner's representative is responsible for compliance with the requirements of applicable City of San Antonio codes and standards.

### **Professional Engineer (P.E.) Certification of Fire Alarm Plans**

As an option to our customers, a customer service initiative has been implemented by the San Antonio Fire Department whereby certified plans will be accepted in lieu of a complete plan review by City of San Antonio staff. If the customer chooses this option, fire alarm system design documents shall be reviewed and certified as meeting the requirements of the current City of San Antonio Fire Code with local amendments by a registered Fire Protection Engineer licensed by the State of Texas. See **Information Bulletin 102a** for plan certification and submittal procedures.

### **Optional Professional Engineer (P.E.) Fire Alarm "Design" Submittal**

As an option, engineers licensed by the State of Texas may also submit Fire Alarm designs for review and approval prior to a fire alarm contractor being selected. Customers choosing this option shall complete:

- The Fire Alarm Permit Application just as a traditional submittal with a few exceptions.
  - Section **B1** (Contractor Information) will be completed if the contractor has already been selected for the project.
  - Section **B2** (Fire Alarm System Engineer Design) shall be completed for all P.E. design submittals.
- The P.E. Submittal Fire Alarm Contractor Certification Statement signed by the alarm contractor, P.E., and owner. See the attachment at the end of the application.
- Two (2) copies of complete working plans (i.e., shop drawings) and calculations. Preliminary or performance specification type submittals are not acceptable and will not be reviewed under this process.

The permit will not be released until the contractor has been selected and notification has been made to the Fire Marshal's Office. Note the permit shall not be released until the associated building permit is released.

### **Fast-Track Fire Alarm Permits**

In order to allow fire alarm system work to begin as soon as possible, the San Antonio Fire Department offers the optional Fast-Track Fire Alarm Permit, which allows the fire alarm system contractor to begin work prior to submittal of fire alarm system plans for plan review. To obtain a Fast-Track Fire Alarm Permit, submit a completed Fast-Track Fire Alarm Permit Application signed by both the fire alarm system contractor and the

general contractor (see **Information Bulletin No. 123**). This bulletin is available on the City of San Antonio's webpage (<http://www.sanantonio.gov/dsd>). The following Application and Checklist is not required to obtain a Fast-Track Fire Alarm Permit.

## **Permit and Licensing Requirements**

Fire alarm system permits will be issued to the Fire Alarm System Contractor performing the work. Such contractor shall be registered per the licensing regulations of the Texas Department of Insurance – State Fire Marshal's Office.

**NOTE: Approved plan “designs” submitted by a P.E where an installing contractor has not yet been selected will not be released until a selection and notification to the Fire Marshal’s Office has been made. The P.E. will be notified that this is the only item affecting the permit issuance.**

## **Required plans and submittal location**

Drawings shall be of such size necessary to provide legible text, dimensions and details. All plans, specifications and system calculations shall bear the non-photocopied seal of an engineer registered to practice in the State of Texas or the name and license number as prescribed by Title 28 of the Texas Administrative Code, Chapter 34, Subchapter F (Fire Alarm Rules) Section 34.619 (Fire Alarm and Detection System Plans and Record Drawings) of a Fire Alarm Planning Superintendent (APS) licensed by the Texas Department of Insurance – State Fire Marshal's Office. Plans submitted for permit review by the City shall be completed 'For Construction' documents. Plans including the phrase 'Preliminary – Not For Construction' will not be accepted for permit review. This requirement is necessary to expedite your project through the City's plans review procedures and save unnecessary delays caused by review of construction plans that are incomplete and not for construction.

In the case of multiple building complexes or additions, (apartment complexes, school portable buildings with separate stand alone fire alarm systems / panels, multiple building commercial complexes) a separate permit application shall be required for each building comprising the complex or addition.

A completed Application and Checklist (see Section II of this document) along with two (2) fire alarm system drawing sets, and two (2) copies of fire alarm system submittal books shall be submitted to the following location:

**San Antonio Fire Department – Fire Prevention Division  
Attn: Fire Alarm Fire Protection Specialist  
1901 S. Alamo Street  
San Antonio, Texas 78204-1605  
Tel: (210) 207-8410, Fax: (210) – 207-7949**

**Important Note: The permit application is required to be completed in its entirety. Any required items not completed will result in the permit application not being accepted at the time of submittal.**

## **Resubmittal of Plans**

Resubmittal of plans in response to plan review comments of City of San Antonio plan review staff must be made through the San Antonio Fire Department to ensure that the approved fire alarm system permit plans comply with the requirements of City departments involved in the plan review process. Refer to City of San Antonio Information Bulletin 111 for instructions on submitting responses to plan review denial comments. Note that the responses to the plans review comments are to include a cover letter indicating how each comment has been resolved. Information Bulletin 111 may be obtained from the Planning and Development Services Department website at the following address:

**<https://webapps1.sanantonio.gov/dsddocumentcentral/upload/IB111.pdf>**

**Important Note: Please pay special attention to procedural item 4, section c, subsection ii of Information Bulletin 111, as this procedure will be strictly adhered to when a review of resubmittals is conducted.**

**Important Note: Be aware that the \$100.00 plan review fee for a third resubmittal stated in procedural item 3 in Information Bulletin 111 is applicable to fire alarm system plan re-submittals.**

You are encouraged to contact the plans examiners involved in order to clarify the requirements of their review. However, no approvals will be given without resubmitting plans or required information through the San Antonio Fire Department for incorporation into the approved fire alarm system permit plans.

**Stamping of additional sets of plans**

One set of plans shall be provided to the applicant upon permit issuance. At this time, the City of San Antonio will not stamp or return additional sets of plans if submitted. It is the responsibility of the fire alarm system installing contractor to make copies of the approved plans that they receive from the City of San Antonio if needed. Note that photocopies of approved plans are allowed to be utilized on the work site as a working copy only. Original approved plans will be required at the time of the final inspection. Refer to **City of San Antonio Information Bulletin 155** for additional details.

**Applicable Codes and Standards:**

The following model codes and National Fire Protection Association (NFPA) standards are currently adopted as amended by the City of San Antonio Code:

- International Building Code, 2012 Edition, as adopted by Chapter 10, Buildings, Code of Ordinances
- International Fire Code, 2012 Edition, as adopted by Chapter 11, Fire Prevention, Code of Ordinances
- International Mechanical Code, 2012 Edition, as adopted by Chapter 10, Buildings, Code of Ordinances
- National Fire Protection Association Standard 72, The National Fire Alarm Code, 2010 Edition
- National Fire Protection Association Standard 70, The National Electrical Code, 2011 Edition

**Estimated Plan Review Turnaround Time:**

- **New system:** 90% of plans reviewed in twenty-one (21) calendar days or less.
- **Modification to an existing system  $\geq 100$  devices:** 90% of plans reviewed in twenty-one (21) calendar days or less.
- **Modification to an existing system  $< 100$  devices:** 90% of plans reviewed in ten (10) calendar days or less.
- **Resubmittal (all system types):** 90% of plans reviewed in seven (7) calendar days or less.
- **Record Drawing and Post Permit Revision Review (all system types):** 90% of plans reviewed in ten (10) calendar days or less. Note that a fee of \$100.00 per hour with a one (1) hour minimum applies to all record drawing and post permit revision reviews.

Please note that the estimated plan review turnaround times stated above reflect the time required to complete a first review or a resubmittal review and does not indicate the time required for approval of the plans. Approval of the plans depends upon the accuracy and completeness of the submitted plans by the owner's design professional.

Also note that these turnaround times listed above are estimates only and may be changed due to factors such as the City's staffing levels, current workload, quality of plans submitted, etc. Please contact the Sr. Fire Protection Engineer at (210) 207-8056 or the Fire Alarm Fire Protection Specialist at (210) 207-0125 for current turnaround times.

**Submittal Format:**

*Submittal Books:* Fire Alarm System Submittal Books shall contain the following:

- Table of Contents
- Bill of Materials
- Equipment data sheets for all control equipment to include notification appliance circuit extender panels (power supplies), auxiliary power supplies and cellular backup panels.
- Equipment data sheets for all initiating devices to include smoke and heat detectors, manual fire alarm boxes (pull stations), and duct mounted smoke detectors.
- Equipment data sheets for all interface devices to include control modules, monitor modules, signaling modules, and single or multi-voltage control relays.

- Equipment data sheets for all notification appliances to include horns, strobes, combination horn/strobes, speakers, combination speaker/strobes, chimes, combination chime/strobes, and fire alarm system annunciation panels.
- Equipment data sheets for all proposed fire alarm system cabling.
- Sequence of operation matrix.
- Standby battery calculations for all control equipment to include main fire alarm control unit, sub control units (node panels), cellular backup panels, notification appliance circuit extender panels (power supplies), and auxiliary power supplies.
- Standby battery calculations for very early smoke detection apparatus power supplies.
- Installation data packs to include transport time calculations for very early smoke detection apparatus.
- Voltage drop calculations for all notification appliance circuits.
- Speaker load calculations for all speaker circuits. (Emergency Voice Alarm Communication and Combination Fire Alarm / Mass Notification Systems Only)
- Equipment mounting details.
- Address lists for analog or digitally addressable devices (Optional)

*Shop Drawings (Plans):* Fire Alarm System Shop Drawings shall contain the following:

- Equipment Legend for all system equipment proposed for installation placed on each sheet of the shop drawings containing floor plans and/or riser diagrams.
- Cabling Legend for all proposed system cables on each sheet of the shop drawings containing floor plans and/or riser diagrams.
- Scaled floor plans drawn at a minimum scale of  $3/32"=1'-0"$ . Floor plans shall include room labels and construction details that may affect the fire alarm system layout (beams, furr downs, door swings, case openings).
- Proposed placement of all control equipment, initiating devices, notification appliances, and system interface devices. Note that notification appliances shall include effective intensity settings, circuit numbers, and in the case of emergency voice alarm communication systems, and combination fire alarm / mass notification systems, tap values for all speakers and combination speaker/strobes.
- Ceiling heights for all areas where the installation of ceiling mounted devices is proposed.
- Ceiling heights for all living and sleeping areas in Group R occupancies (hotels, apartments, group homes).
- Control equipment cabinet elevations. (Optional)

**Note that these are the minimum requirements for submittal to the City of San Antonio Fire Department Fire Prevention Division. Failure to provide this information will result in plan review denial. Refer to the checklist for each system for details.**



Earl Crayton II  
Assistant Chief/Fire Marshal  
San Antonio Fire Department



**CITY OF SAN ANTONIO**  
**SAN ANTONIO FIRE DEPARTMENT**  
**FIRE ALARM PERMIT APPLICATION AND CHECKLIST**



(Please complete all of the following information. Please print.)

<b>A. General Information:</b>				
Type of Work (select all that apply):		New Structure: <input type="checkbox"/>	Existing Structure: <input type="checkbox"/>	
		New System: <input type="checkbox"/>	Renovation to Existing System: <input type="checkbox"/>	
Project Name:				
Project Address:				
Street		Building	Suite	Zip Code
Scope of Work:				
Occupancy Type:			Occupant Load:	
Number of Plans Submitted:			Number of Pages:	
Is this a PE Submittal? (Y or N)		If Y, complete Parts B1 (if known), B2, and D through K If N, complete Parts B1 and D through K		

**NOTE: Professional Engineer “Design” submittal – Complete B1 (if known)**

<b>B1. Fire Alarm System Contractor Information:</b>				
Licensed Fire Alarm System Contractor Requesting Permit:				
COSA I.D. Number:		General Contractor:		
Contractor Address:				
Street		Building	Suite	Zip Code
Company Registration Number:		Expiration Date:		
Business Phone #:	( ) -	Fax#:	( ) -	
<b>Point of Contact/Licensee Information:</b> (If Contact/Licensee is a new to the system, please fill in all information. If the Contact/licensee already exists, provide name, ID, and license number and update any required information.)				
Applicant's Name:				
Applicant's Position/Title:				
Day Phone #:	( ) -	Mobile Phone #:	( ) -	
Fax #:	( ) -	Email:		

<b>For SAFD Use Only:</b>				
A/P#:			Permit Date:	

**NOTE: Fill out B2 for Professional Engineer Design submittals only**

<b>B2. Fire Alarm System Professional Engineer Design:</b>				
Licensed Professional Engineer				
COSA I.D. Number:		Texas P.E. Number		
Address:				
Street		Building	Suite	Zip Code
Firm Registration Number:		Expiration Date:		
Business Phone #:	( ) -	Fax#:	( ) -	
<b>Point of Contact/P.E. Information:</b> (If Contact/P.E. is a new to the system, please fill in all information. If the Contact/licensee already exists, provide name, ID, and license number and update any required information.)				
Applicant's Name:				
Applicant's Position/Title:				
Day Phone #:	( ) -	Mobile Phone #:	( ) -	
Fax #:	( ) -	Email:		

<b>C. Building Information:</b>				
*Number of Floors:				
Check the appropriate line below if this work is associated with any of the following types of work. List the City of San Antonio Building Permit Number. (Check one – Required):				
<u>COSA DSD A/P#</u>				
<input type="checkbox"/>	New Building(s)			
<input type="checkbox"/>	Building Addition(s)			
<input type="checkbox"/>	Building Renovation(s)			
<input type="checkbox"/>	Fire Alarm Work Only	N/A		

<b>D. Work Type Description:</b> (Check one – Required):				
<input type="checkbox"/>	New Fire Alarm System			
<input type="checkbox"/>	Fire Alarm System Modification or Remodel			
<input type="checkbox"/>	Fire Alarm Control Panel Replacement			
<b>E. Specialized Circumstances:</b> (Check one – Required):				
<b>Specialized System Type:</b> (Check one – Required):				
<input type="checkbox"/>	Sprinkler Supervisory System			
<input type="checkbox"/>	Elevator Recall Control and Supervisory System			
<input type="checkbox"/>	Emergency Voice Alarm Communication System			
<input type="checkbox"/>	Not Applicable			

#### F. System Type and Number of Devices:

**Type of System (As defined in NFPA 72, 2012 Edition, Section 3.3.95, NFPA 72 3.3.267):** (Check one – Required):

<input type="checkbox"/>	Remote Supervising Station Fire Alarm System
<input type="checkbox"/>	Proprietary Supervising Station Fire Alarm System
<input type="checkbox"/>	Protected Premises (Local) Fire Alarm System
<input type="checkbox"/>	Central Station Fire Alarm System
<input type="checkbox"/>	Auxiliary Fire Alarm System
<input type="checkbox"/>	Dedicated Function Fire Alarm System
<input type="checkbox"/>	Combination System (Includes combination Fire/Burglar Alarm and/or Fire Alarm/Mass Notification System)

**Required or Voluntary system:** (Check one – Required):

<input type="checkbox"/>	Required System
<input type="checkbox"/>	Voluntary System

\*Number of Devices: Initiating \_\_\_\_\_ Signaling \_\_\_\_\_ Total \_\_\_\_\_

\* When completing device counts, include addressable control, monitor, and signaling modules with initiating devices.

#### G. Reference Codes and Standards: (Check All That Apply - Required)

<input type="checkbox"/>	International Building Code, 2012 Edition
<input type="checkbox"/>	International Fire Code, 2012 Edition
<input type="checkbox"/>	National Fire Alarm Code - (NFPA 72), 2010 Edition
<input type="checkbox"/>	National Electrical Code - (NFPA 70), 2011 Edition
<input type="checkbox"/>	Other(s):

#### H. Checklist for Plans Submittal:

The following information lists the basic plans submittal requirements for applicable COSA departments to complete their plans review. Mark “REQ” when the item is required and included in your submittal; mark “N/A” when the item is not applicable to your project. This checklist is to be completed by the applicant (see Section C) in its entirety. Note that all items in the checklist indicated as “REQ” only are **required** to be included in the fire alarm system plans and submittals. Failure to include these items will result in a plan review denial.

##### 1. General:

REQ: <input type="checkbox"/>	NA: <input type="checkbox"/>	a. Code Modification Requests (CMR) and/or Approved Alternative Method designs - If design is based on an approved CMR
REQ: <input type="checkbox"/>	NA: <input type="checkbox"/>	b. Preliminary Code Review Design Meeting correspondence. Include a copy of the approved correspondence regarding any Preliminary Code Review Design Meetings applicable to this project.
REQ: <input type="checkbox"/>		c. All plans (i.e., each sheet) are to be signed by the A.P.S. for the installing contractor with the A.P.S.’s licensing information and company name. Note that A.P.S.’s signature is to be updated for each revision submitted to the City on each revised sheet.

##### 2. New and Remodeled Fire Alarm Systems:

REQ: <input type="checkbox"/>	a. Show reference information of “work by others” including, but not limited to, duct mounted smoke detectors, single or multiple station smoke alarms.
REQ: <input type="checkbox"/>	b. Show description of use for all portions of the building (including room names) included in this application. For remodeled systems, indicate all existing rooms as such.
REQ: <input type="checkbox"/>	c. Indicate whether fire alarm system is of a specialized type (Sprinkler Supv., Elevator Recall Cont. and Supv, Emergency Voice Alarm Communication, Dedicated Func.).

REQ: <input type="checkbox"/>	d. Show all applicable design information as specified in NFPA 72.
REQ: <input type="checkbox"/>	e. In Group R-1 and R-2 occupancies indicate ceiling heights for all dwelling and sleeping areas that are required to meet the provisions of Section 907.5.2.3 of the Fire Code on the fire alarm system drawings.
REQ: <input type="checkbox"/>	f. Show full height cross-section or details as necessary to reflect visible notification appliance locations in relation to obstructions for all atypical conditions.
REQ: <input type="checkbox"/>	g. For notification appliance circuits, indicate circuit numbers and candela ratings as applicable at each notification appliance. Indicate end of line device at the end of each notification appliance circuit.
REQ: <input type="checkbox"/>	h. Provide system standby battery calculations for the system control panel and any remotely located notification appliance circuit extenders or power supplies.
REQ: <input type="checkbox"/>	i. Provide voltage drop calculations for all notification appliance circuits connected to the system control panel or notification appliance circuit power supplies.
REQ: <input type="checkbox"/>	j. For emergency voice alarm communication systems, and combination fire alarm / mass notification systems, provide load calculations for all speaker circuits to include tap wattages, total wattage used and total db loss for the circuit.
REQ: <input type="checkbox"/>	k. For emergency voice alarm communication systems, and combination fire alarm / mass notification systems, indicate tap wattages at each speaker on the fire alarm system drawings.
REQ: <input type="checkbox"/>	l. Provide manufacturer's equipment data sheets for all control equipment, power supplies, and peripheral devices within the system.
REQ: <input type="checkbox"/>	m. For system remodel work, show model of existing devices in addition to new devices being used. Indicate any devices that are existing and / or existing and relocated.

#### New and Remodeled Fire Alarm Systems (continued):

REQ: <input type="checkbox"/>	n. Indicate all areas not in contract for all new systems or system remodel work in existing structures.
REQ: <input type="checkbox"/>	o. Indicate control circuits for all combination fire and smoke dampers and source panel for power on the fire alarm system drawings, further indicate devices used for the interface of damper control with the fire alarm system.
REQ: <input type="checkbox"/>	p. Indicate control circuits for all electromagnetic door hold open devices and source of power on the fire alarm system drawings, further indicate devices used for the interface of control of door hold open devices with the fire alarm system.
REQ: <input type="checkbox"/>	q. In facilities utilizing a kitchen ventilation hood indicate supervisory / interface devices for the kitchen ventilation hood suppression system on the fire alarm system drawings.
REQ: <input type="checkbox"/>	r. Show sequence of operation matrix as illustrated in NFPA 72 on the fire alarm system drawings.
REQ: <input type="checkbox"/>	s. Provide on the fire alarm system drawings, for all new or remodeled systems, a floor plan with point-to-point drawing <b>or</b> detailed fire alarm riser diagram illustrating all signaling line and notification appliance circuits within the scope of work. For system remodel work, indicate the connection to existing circuits as needed. Include on the drawings a key plan denoting the areas of work.
REQ: <input type="checkbox"/>	t. For all Remote Supervising Station, Proprietary Supervising Station, and Central Station Systems, indicate a connection to a telephone exchange room or point of demarcation on the fire alarm system drawings. Indicate at the system control panel both on the floor plan and in the riser diagram.

REQ: <input type="checkbox"/>	u. Indicate on the fire alarm drawings, the required dedicated primary power circuit for the system control panels and notification appliance circuit extenders or power supplies. Indicate at each location of this equipment on the floor plans and in the riser diagram.
REQ: <input type="checkbox"/>	v. For emergency voice alarm communication systems, indicate the location of all remotely located amplifiers for speaker circuits on the fire alarm system drawings both on the floor plan and in the riser diagram.
REQ: <input type="checkbox"/>	w. For emergency voice alarm communication systems, indicate the speaker circuit number at each speaker or combination speaker and strobe on the fire alarm system drawings both on the floor plan and in the riser diagram. Further, indicate the end of line device at the end of each speaker circuit both on the floor plan and on the riser diagram.
REQ: <input type="checkbox"/>	x. When utilizing ceiling mounted notification appliances in facilities with ceiling heights greater than 30'-0", provide detail drawing or explanation in the form of a scope of work document as to how the ceiling devices will be mounted.
REQ: <input type="checkbox"/>	y. Indicate the CFM rating of all air handler units requiring duct-mounted smoke detectors on the fire alarm system drawings.
REQ: <input type="checkbox"/>	z. In facilities with elevators, indicate on the fire alarm system drawings all interface devices for elevator control and their function. (Primary Recall, Alternate Recall, Power Shutdown, Flash Hat)

### 3. Elevator Recall Control and Supervisory Systems:

REQ: <input type="checkbox"/>	a. Provide a floor plan that indicates the elevator hoistway, elevator lobby, and elevator equipment room. A full building floor plan will not be required unless the elevator equipment rooms are not located in close proximity to the elevators being controlled. Include on the drawings a key plan denoting the location of the areas of work.
REQ: <input type="checkbox"/>	b. Provide on the system drawings, a point-to-point diagram on the floor plan <u>or</u> detailed system riser diagram illustrating all signaling line circuits within the scope of work to include device locations.

### Elevator Recall Control and Supervisory Systems (continued):

REQ: <input type="checkbox"/>	c. Indicate on the system drawings, the required dedicated primary power circuit for the system control panel. Indicate at each location of this equipment on the floor plan and in the riser diagram.
REQ: <input type="checkbox"/>	d. Provide standby battery calculations for the system.
REQ: <input type="checkbox"/>	e. Indicate on the system drawings any areas not in contract.
REQ: <input type="checkbox"/>	f. Indicate on the system drawings all interface devices for elevator control and their function. (Primary Recall, Alternate Recall, Power Shutdown, Flash Hat)
REQ: <input type="checkbox"/>	g. Provide manufacturer's equipment data sheets for all control equipment, and peripheral devices within the system.
REQ: <input type="checkbox"/>	h. Show reference information of "work by others" including but not limited to conventional type devices provided by others and interfaced with the system. (Example: Conventional smoke or heat detectors provided by others in elevator lobbies.)
REQ: <input type="checkbox"/>	i. Show sequence of operation matrix as illustrated in NFPA 72 on the system drawings.

### 5. Sprinkler Supervisory Systems

REQ: <input type="checkbox"/>	a. Provide a detailed riser diagram indicating all signaling line and notification appliance circuits. Include the room location of all water flow valves and valve tamper switches being supervised on the riser diagram.
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REQ: <input type="checkbox"/>	b. Indicate on the riser diagram, the required dedicated primary power circuit for the system control panel.
REQ: <input type="checkbox"/>	c. Indicate on the riser diagram a connection to a telephone exchange room or point of demarcation from the system control panel.
REQ: <input type="checkbox"/>	d. Provide standby battery calculations for the system.
REQ: <input type="checkbox"/>	e. Provide voltage drop calculations for all notification appliance circuits in the system.
REQ: <input type="checkbox"/>	f. Provide manufacturer's equipment data sheets for all control equipment, and peripheral devices within the system.
REQ: <input type="checkbox"/>	g. Show reference information of "work by others" including, but not limited to, duct mounted smoke detectors.
REQ: <input type="checkbox"/>	h. In the event that duct mounted smoke detectors are connected to the system for supervision, indicate on the riser diagram the air handler unit number and location.
REQ: <input type="checkbox"/>	i. Show sequence of operation matrix as illustrated in NFPA 72 on the system drawings.

#### 5. Dedicated Function Fire Alarm Systems:

REQ: <input type="checkbox"/>	a. In the case of systems for supervision of fire safety functions and commercial cooking suppression systems provide a detailed riser diagram indicating all signaling line and/or initiating device circuits within the system to include annotation of any and all equipment being supervised by the system (duct mounted smoke detectors, hood suppression systems, etcetera.). Additionally indicate all interface devices for the equipment being supervised.
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#### Dedicated Function Fire Alarm Systems (continued):

REQ: <input type="checkbox"/>	b. In the case of property protection only systems, provide a scaled floor plan indicating the location of all automatic detection devices, control equipment and required manual means of activation.
REQ: <input type="checkbox"/>	c. Provide manufacturer's equipment data sheets for all control equipment, power supplies, and peripheral devices within the system.
REQ: <input type="checkbox"/>	d. Provide standby battery calculations for the system.

#### 6. Fire Alarm Control Panel Replacement

REQ: <input type="checkbox"/>	a. Provide a detailed riser diagram indicating all initiating, notification, and signaling line circuits within the existing system.
REQ: <input type="checkbox"/>	b. Provide with the submittal package, a cover letter, signed by the alarm planning superintendent or professional engineer, listing the model number, manufacturer, and quantity of existing devices within the system. This includes initiating devices, notification appliances, and peripheral devices (system annunciators, separate system communication devices, system printers).
REQ: <input type="checkbox"/>	c. Provide manufacturers equipment data sheet for the new fire alarm control panel to be installed.
REQ: <input type="checkbox"/>	d. Provide standby battery calculations of the new fire alarm control panel to be installed.

**I. Expiration of Plan Review:**

A plan review shall commence within a reasonable time after submission of a permit application and payment of fees. Upon the expiration of 180 days following the date of filing, said application shall be deemed to have been abandoned unless diligently prosecuted or a permit issued. With justifiable cause demonstrated in writing, an applicant may request additional time and the fire code official may grant said request in periods not exceeding 90 days each. Plans and other data submitted for review may be returned or destroyed by the fire code official if the application is deemed to have been abandoned. In such circumstance, a new application package including new plans and review fees must be submitted. *2012 International Fire Code, Sec. 105*

**J. Certification: (Required)**

I have read and examined this completed application and hereby certify that the information contained within it is true and correct, to the best of my knowledge. All provisions of law and ordinance governing this type of work will be complied with whether specified or not. The granting of a permit does not presume to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction. I also understand that the installation of any of the work related to this permit application shall not proceed until approved plans are issued from the City of San Antonio.

Signature:		Date:	
Print Name:			



# CITY OF SAN ANTONIO

## DEVELOPMENT SERVICES DEPARTMENT

TO: City of San Antonio Fire Department  
Fire Prevention Division  
1901 S. Alamo  
San Antonio, Texas 78204  
Office: (210) 207-8410

### PE SUBMITTAL FIRE ALARM SYSTEM CONTRACTOR CERTIFICATION STATEMENT

RE: Project Address: \_\_\_\_\_

Project Name: \_\_\_\_\_

Project AP#: \_\_\_\_\_

We hereby certify that the following sprinkler contractor has been selected for the above-referenced automatic fire sprinkler system plan(s).

Licensed Alarm Contractor

Signature: \_\_\_\_\_

Name (printed): \_\_\_\_\_

Date: \_\_\_\_\_

Alarm Contractor Name: \_\_\_\_\_

Alarm Contractor Address: \_\_\_\_\_

Business Phone #: \_\_\_\_\_

Business Fax Phone #: \_\_\_\_\_

COSA ID Number: \_\_\_\_\_

Company Registration  
Number: \_\_\_\_\_

Expiration  
Date: \_\_\_\_\_

General Contractor: \_\_\_\_\_

Owner Signature: \_\_\_\_\_

Name (printed): \_\_\_\_\_

Date: \_\_\_\_\_

PE Signature: \_\_\_\_\_

Name (printed): \_\_\_\_\_

Date: \_\_\_\_\_