



Fire Chief Brett Skinner

Fire Marshal Capt. Jessie Knight

*Barrow County Fire Department, 222 Pleasant Hill Church Road, NE,
Winder, Georgia 30680*

The following Fire Alarm Plans Submittal Checklist is required information for fire alarm permit review. Use of the form does not guarantee that plans will be accepted on the first submittal but will aid in reducing the number of re-submittals required due to the lack of information or conflicting information being provided. This checklist should not be considered to be all inclusive. **Additional information may be required. Use of this checklist will not eliminate the requirement for a good knowledge and understanding of NFPA 72, National Fire Alarm Code, and/or NFPA 70, National Electrical Code.**

For issuance of the fire alarm permit and prior to any installation and inspection request, the following items shall be completed, submitted and/or approved.

- ☐ Fire Alarm permit application.
- ☐ 1 Full Set of Digital Plans submitted to bctfdplans@barrowga.org
- ☐ Payment for permit fees.

Any material installed or work performed prior to the issuance of a permit will be subject to two times the permit fee and/or required to be removed. A hard copy of the permit and the approved site plan are required to be maintained on the tent site at all times and must be on site prior to any work being performed unless a limited early start request has been granted. Limited early start requests are considered on a case-by-case basis, are required to be submitted in writing on letterhead and are not automatically granted.

10.4.1.1 Fire alarm system plans and specifications shall be developed in accordance with this Code by persons who are experienced in the proper design, application, installation, and testing of fire alarm systems.

10.4.1.3/4 the system designer shall be identified on the system design documents. Evidence of qualifications shall be provided when requested by the authority having jurisdiction.

10.18.1.1 The authority having jurisdiction shall be notified prior to installation or alteration of equipment or wiring.

10.18.1.2 * At the authority having jurisdiction's request, complete information regarding the system or system alterations, including specifications, type of system or service, input/output matrix, shop drawings, battery calculations, and notification appliance circuit voltage drop calculations shall be submitted for approval.

A.10.18.1.2 Shop Drawing

General: Shop drawings for fire alarm systems are intended to provide basic information consistent with the objective of installing a fully operational, code compliant fire alarm system and to provide the basis for the record drawings required elsewhere in this Code. Content. Shop drawings should include, to an extent commensurate with the extent of the work being performed, floor plan drawings, riser diagrams (except for systems in single-story buildings), control unit wiring diagrams, point-to-point wiring diagrams, and typical wiring diagrams as described herein.



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All shop drawings should be drawn on sheets of uniform size and should include the following information:

- ☐ Name of protected premises, owner and occupant.
- ☐ Name of installer or contractor
- ☐ Location, including street address
- ☐ Device legend in accordance with NFPA 170, standard for Fire Safety and Emergency Symbols
- ☐ Date of issue and any revisions

Floor plan drawings should be drawn to an indicated scale and should include the following information:

- ☐ Floor identification.
- ☐ Point of compass.
- ☐ Graphic scale.
- ☐ All walls and doors.
- ☐ All partitions extending to within 15 percent of the ceiling height.
- ☐ Room descriptions.
- ☐ Fire alarm device/component locations.
- ☐ Locations of fire alarm primary power connection(s).
- ☐ Locations of monitor/control interfaces to other systems.
- ☐ Riser locations.
- ☐ Routing for Class A compliance, where applicable.
- ☐ Methods for compliance with 6.9.10.4 for survivability (emergency voice systems) as shown in Section 6.9, where applicable.
- ☐ Ceiling height and ceiling construction details.

Fire alarm system riser diagrams should include the following information:

- ☐ General arrangement of the system, in building cross-section.
- ☐ Number of risers.
- ☐ Type and number of circuits in each riser.
- ☐ Type and number of fire alarm system components/devices on each circuit, on each floor or level.
- ☐ Type and quantity of conductors and conduit (if used) for each circuit.

Control unit wiring diagrams should be provided for all control equipment (i.e., equipment listed as either a control unit or control unit accessory), power supplies, battery chargers, and annunciators and should include the following information:

- ☐ Identification of the control equipment depicted.
- ☐ Location(s).
- ☐ All field wiring terminals and terminal identifications.
- ☐ All circuits connected to field wiring terminals, and circuit identifications.
- ☐ All indicators and manual controls, including the full text of all labels.



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☐ All field connections to supervising station signaling equipment, releasing equipment, and fire safety control interfaces.

☐ Typical wiring diagrams should be provided for all initiating devices, notification appliances, remote alarm light emitting diodes (LEDs), remote test stations, and end-of-line and power supervisory devices.