



PELHAM-BATESVILLE FIRE DEPARTMENT FIRE ALARM SUBMITTAL

I. PURPOSE

This handout has been developed in an effort to provide the highest level of service to the customers of the Pelham-Batesville Fire Department. The goal of the fire alarm plan review is to ensure the design of the fire alarm system meets the minimum requirements of the adopted codes and/or ordinances. To meet this goal, the submitted plans and supporting documentation must contain all the necessary information needed to conduct a comprehensive plan review, as indicated in this document.

This information packet outlines the requirements set forth in the adopted codes and standards (International Fire Code and NFPA) as they relate to the installation and maintenance of a fire alarm system. Also provided within this packet is information that is required to be included on the shop drawings and supporting documents.

It is not our intent to cover all phases of the fire alarm system design or the generation of the plan itself.

II. SCOPE

The Pelham-Batesville Fire Department has adopted the International Fire Code and related Standards published by the National Fire Protection Association. The type and design of the proposed fire alarm is dependent upon the requirements set forth within the adopted codes. This fire alarm packet is intended for contractors who will submit fire alarm system plans to the Pelham-Batesville Fire Department for approval prior to installation.

III. DEFINITIONS

PBFD Pelham-Batesville Fire Department

NFPA National Fire Protection Association

IFC International Fire Code

IBC International Building Code

FACP Fire Alarm Control Panel

FASA Fire Alarm System Annunciator

IV. INTRODUCTION

1. Fire alarm systems shall meet the criteria of the 2018 edition of The International Fire Code and all applicable requirements of the most recent edition of the NFPA standards.
2. Plan submittal, Pelham-Batesville Fire Marshal approval and permits shall be completed before any fire alarm work begins.

V. TYPES OF SYSTEMS

One of the first items to determine prior to designing the fire alarm system is what type of system is required? Fire alarm systems shall be submitted to the Pelham-Batesville Fire Marshal for review of all buildings with the exception of one- and two-family dwellings. The PBFD has divided fire alarm systems into three major categories:

1. Required / Approved

This is an alarm system that is required by adopted codes and the installation is intended to meet the current code requirements. This type of system is required to be submitted for review to the Pelham-Batesville Fire Marshal and approved.

2. Non-Required / Approved

This is an alarm system that is NOT required to be installed by adopted codes. The system is being installed at the request of the building owner and/or occupant and the installation is intended to meet current code requirements. This type of system is required to be submitted for review to the Pelham-Batesville Fire Marshal and approved.

3. Non-Required / Non- Approved

An example of this type of system is a building that is not required to have a fire alarm system but the occupant requests one or more detection devices to be installed. This type of system is required to be submitted to the Pelham-Batesville Fire Marshal and approved.

VI. SUBMITTAL INFORMATION

This section provides information as to documentation that is to be provided at the time of plan submittal. This information is required to assure the plan submittal package contains the necessary documentation for a complete plan review. The supporting documents and cut sheet shall be included with the submitted plans. Items to be provided as part of the plan submittal documentation are as follows:

A. Number of Plans to be Submitted.

A minimum of two sets of fire alarm plans shall be provided for review. After plans have been reviewed and approved by the Fire Marshal, one set of the approved plans will be maintained on file within the Fire Marshal's office and the remaining set(s) will be available for pick-up by the submitting contractor.

a. Manufacturers Product Information

One set of the manufacturer's product information sheets shall be provided. The devices being used shall be highlighted. This is to include the information on all devices that are part of, or being connected to, the fire alarm system. The product data sheets will be returned with the approved plans. The product data sheets are to be kept with the approved plans, on the job site, for reference use by fire department inspectors during inspections and/or tests.

b. Battery Calculations

Two sets of the battery calculations shall be provided for all power supplies being installed within the system. This is to include the voltage and amperage information on all batteries being installed within the main panel and any supplemental power panels being provided. The secondary power supply shall have sufficient capacity to operate the fire alarm system in a non-alarm condition 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 or to direct aid to the location of an emergency for 5 minutes. (2016 NFPA 72 10.6.7.2.1) One set will be kept on file and the other set shall be kept with the approved set of plans.

c. Voltage Drop Calculation

Two sets of voltage drop calculations shall be submitted. One set will be kept on file and the other set shall be kept with the approved set of plans. This information shall include:

1. The total number of devices on each wiring circuit,
2. The current draw of each device.
3. The maximum length of wire utilized on each circuit.
4. The wire size being used.
5. Intelligent Horn/ Strobes: Must show the manufacturers information of how voltage drops shall be calculated.
6. Adjustable Multi-Candela Horn/ Strobes: The battery calculations shall be calculated according to the candela rating on the fire alarm plans. For example, if the fire alarm plans indicate the candela rating is a 110 candela, the battery calculation shall calculate for a 110 candela.

VII. PLAN INFORMATION

When submitting for review, the shop drawings must contain sufficient information to allow a complete plan review. This section of the handout will provide a listing of information required for the review. General Information Regardless of the size or type of fire alarm system being installed, there is a minimum amount of information that shall be provided. The following is a listing of general information required:

1. Sealed design drawings by a South Carolina registered architect and/or engineer when required by law or regulation. The drawings need to be scaled to 1/8 or ¼ inch to the foot. To ensure accuracy, if the shop drawings have been reduced, please provide a graphic representation of the scale on the plan.
 2. The address of the project, including the suite number and business name is to be shown within the title block.
 3. A detailed paragraph describing the scope of work shall be placed on the front sheet of the plans. The scope of work should describe if the project is new construction, tenant up-fit, remodel, new addition, fire alarm panel upgrade, etc.
 4. Pelham-Batesville Fire Alarm submittal sheet shall be included with shop drawings.
 5. Please provide the information as to the type of communication system being utilized. Provide the name, address and type (central, remote, etc.) of the monitoring agency.
 6. All buildings containing a fire alarm system will be required to provide:
 - a. A fire alarm system annunciator within 10' of the main entrance.
 - b. A Knox key box on the exterior of the building in an approved location. Information concerning the ordering and mounting may be obtained by contacting the Pelham-Batesville Fire Marshal's office at (864) 877-1247.
 7. The location of all elevators and elevator equipment rooms shall be indicated.
 8. The location of HVAC system duct smoke detectors shall be indicated. This information is to include the location of the remote test switch, when the remote test switch is required, in accordance with NFPA 72.
- Note: Upon detector activation the duct detectors are to indicate a supervisory condition. The general evacuation signal of the building is not to be activated (NFPA 90A).
9. Rated corridors and/or area separation walls shall be indicated on the plans. The location of electromagnetic door holders and the smoke detectors that release those doors shall be shown. The ceiling elevation in front of these doors must be indicated on the plans.
 10. Locations of all initiating devices shall be shown on the plans. This information is to include point-to-point wiring and the address or zone of the device. On intelligent systems, the address of the device shall be placed next to the device on the plans. On zone systems, the zone circuit shall be identified on the plans next to the device.
 11. The locations of all system notification appliances shall be provided. Include the point-to-point wiring and circuit number between devices on the plans. The candela rating of each device shall be indicated on the plans next to the device.

a. For addressable notification circuits, provide the full address for each device next to the device on the plans.

12. A zoned fire alarm system shall include the zone identification of each zone to be displayed at the FASA. In addition, a listing of the zones shall be included.

13. All addressable fire alarm systems are to provide a listing of the addresses being used on each indicating device. This information is to include the device identification number, type of device, location of the device and the location description to be displayed at the FASA.

14. Information as to the type and size wiring being installed shall be provided. Refer to NFPA 70 for proper wiring for fire alarm systems.

15. Valves controlling the water supply for *automatic sprinkler systems*, pumps, tanks, water levels and temperatures, critical air pressures and waterflow switches on all sprinkler systems shall be electrically supervised by a *listed* fire alarm control unit. (IFC 903.4)

Wiring Requirements- Zoned systems

1. Each floor of a multi floor building shall be zoned separately.
2. Manual and automatic initiation devices located within the same fire zone or floor zone may be wired on the same zone. Duct detectors shall be zoned separately from manual and automatic devices.
3. Automatic fire suppression systems shall be monitored by the fire alarm system.

VIII. INSTALLATION AND TESTING

Installation

1. The installation of the fire alarm system is not to commence, including any pre-wiring until working plans have been reviewed and approved by the Pelham-Batesville Fire Marshal.

The approved plans are required to be on the job site at all times.

2. Smoke detectors shall not be installed until final clean-up of the entire project. The shipping covers that come with the smoke detectors are not considered listed dust covers and are not to be considered as protection against dust or other contaminants. (NFPA 72)

Testing

Prior to scheduling an inspection with the Pelham-Batesville Fire Department, the installing company shall complete the following items:

1. Conduct a full operational pre-test of the fire alarm system. The test is to follow the requirements as outlined in NFPA 72.

2. The Fire Alarm System Record of Completion form is to be provided to the Pelham-Batesville Fire Inspector at the time of inspection. This form is located in chapter 7 of the 2016 NFPA 72.

Completion Documents

Upon final acceptance of the system, the installing contractor is to deliver the following documents to the building owner or owner's representative as outlined in 2016 NFPA 72 Chapter 7 and housed in a documentation cabinet per 2016 NFPA 72, 7.7.2.

IX. Rooms Requiring Notification Devices

The Pelham-Batesville Fire Marshal has established a list of rooms that will be used as guidelines but not limited to when designing a fire alarm system.

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- The logo of the Pelham-Batesville Fire Department is a shield-shaped emblem. At the top, a red banner contains the text 'PELHAM-BATESVILLE' in white. Below this, a red Maltese cross is centered, with the words 'PROTECTION' and 'PREVENTION' written in white on its upper and lower arms, respectively. In the center of the cross is a fire hydrant, a fire engine, and a fire ladder. The letters 'F' and 'D' are prominently displayed on the left and right sides of the cross. At the bottom of the shield, a red banner contains the text 'EST. 1966' in white.
- Reception lobbies
 - Conference/ meeting rooms
 - Restrooms
 - School office areas
 - Theater, auditorium, Gymnasium
 - Lockers/shower rooms
 - Break/lunch rooms
 - Sales floors/ customer areas
 - Mechanical, electrical, data, phone, utility rooms greater than 300 sq ft.
 - Medical exam/ treatment/patient care areas
 - Copy/mail rooms greater than 100 sq ft.
 - Open work areas greater than 100 sq ft.
 - Accessible rooms: Hotels, Hearing impaired rooms, etc.
 - Waiting lobby/area
 - Corridors
 - Elevator lobbies
 - School health/ nurse rooms
 - Classrooms
 - Indoor pool areas
 - Dining/ cafeteria areas
 - Dressing rooms

PBFD Fire Alarm System Plan Review Submittal Sheet

To Be Submitted to: PBFD Fire Marshal's Office 3050 South Hwy 14 Greer, SC 2965

Date: _____

INSTALLATION LOCATION

Business/ Location Name: _____

Street Address: _____ Suite: _____

Property Owner/ Rep Name: _____

Owner/Rep Contact Number: _____ E-Mail: _____

INSTALLER

Installation Contractor Responsible for Fire Alarm System: _____

Contract Company: _____

Address: _____

Fire Alarm State License #: _____ Expiration Date: _____

Contact Person's Name: _____

Contact Phone: _____

Contact Fax: _____

Contact E-mail: _____

Installing entire system **OR**

Name of contractor installing wire/conduit: _____

FIRE ALARM SYSTEM DETAILS

New System in New Building New System in Existing Building

Replacement of Existing System Modification of Existing System

Alarm system coverage: Per 2018 IBC/IFC/IMC, 2016 NFPA 72. Check all sections which apply to new or existing design.

Submittal Checklist: (Initial Below)

___ Application and two set of plans, battery and voltage drop calculations.

___ Manufacturers Product Information cut sheets included.

___ I have reviewed the PBFD Fire Alarm Submittal Packet.

The contact person listed above will receive comments and/or approval/disapproval after the plan review has been completed. Any information not filled out will delay the plans review process.

I hereby submit plans to perform the work described herein, and if approved, I agree to conform to all PBFD review comments, State, International, and National codes as applicable and applicable requirements set forth by the PBFD or State Fire Marshal's Office, whether specified herein or not, and in accordance with all plans submitted. I certify that the information given is true and accurate:

Print Name: _____

Sign Name: _____

Date: _____

