



# FIRE ALARM PERMIT SUBMITTAL CHECKLIST FOR KENMORE & LAKE FOREST PARK

## Fire Marshal's Office

The following information is typically needed in order to submit an application for review. Depending on the scope of work, some items may not apply or may be combined. If you have a question on required items, please call the Fire Marshal's Office at 206-533-6565. Read each item carefully and provide all applicable information. **All site plans and civil drawings must be drawn to an engineering or architectural scale (e.g. 1" = 20' or 1/4" = 1').**

- Permit Application.** Please indicate number of devices and type of system (new, existing, AES, etc.) in Project Description.
- Submittal Fee:**
  - New System:  
\$956.00 (\$8.00 per device over 30 for each new or relocated device)
  - Existing System:  
New or relocated devices up to 12 (Over the Counter)  
\$239.00
  - New or relocated devices over 12 (Full review)  
\$717.00 (plus \$8.00 per device over 12)
  - AES/Cellular Communicator (Over the Counter):  
\$239.00
- Name, phone number and/or e-mail address of the designer.**
- Construction Drawings – two (2) copies** drawn to architectural scale
  - Site plan indicating the building's location on the property.
  - Building floor plan indicating the locations of each alarm device and the use of each room or area.
  - Ceiling heights and ceiling/roof construction detail with mounting heights of initiating devices and indicating appliances.
- Point to point wiring diagram indicating the size and number of conductors.
  - The particular address for each device.
  - Source of primary power (dedicated branch circuit with identification and tamper resistance).
  - Details of the monitoring system, type, equipment and monitoring agency.
  - Details for elevator recall or duct detectors, where applicable.
- Attachments – two (2) copies**
  - Battery calculations.
  - Wiring riser diagram showing all devices on all circuits, Fire Alarm Control Panel (FACP) power source and ground/location of End of Line Resistor (EOLR).
  - Catalog cut sheets for each device incorporated into the system.
  - UL listing information regarding the compatibility of all devices.
  - A sequence of operation of the fire alarm system and the required reset procedures.
- Sprinkler system plans, calculations, and contractors' materials and test certificates submitted to the City shall be stamped pursuant to WAC 212-80-083 including stamps for NFPA 13D, 13R, and 13.

NOTE: All submittal items must be legible. Number each page consecutively. For any additional information contact the Shoreline Fire Department at (206) 533-6565. No pencil drawings will be accepted.

**Headquarters: 17525 Aurora Avenue North, Shoreline, Washington 98133**

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