

## Requirements for Fire Permit Applications

- \_\_\_ All applications shall include the name, phone number, and email address for the person performing the work.
- \_\_\_ Applications shall include a signature of the licensed installer.
- \_\_\_ Applications are to be submitted to the Bureau of Permits and Inspections. Fees will be determined and collected at time of application.

### Residential Sprinkler Systems:

- \_\_\_ Residential sprinkler systems shall comply with the adopted editions of NFPA 13D or 13R.
- \_\_\_ Installers performing work on sprinkler systems shall be licensed by the Office of the State Fire Marshal.
- \_\_\_ A minimum of two sets of drawings are required, to include:
  - \_\_\_ Complete layout of the system showing sprinklers, pipe sizes, and dimensions.
  - \_\_\_ A hydraulic summary that includes a 5 psi minimum safety factor.
  - \_\_\_ Drawings shall be signed and sealed by a NICET certified designer.
- \_\_\_ Information packet
  - \_\_\_ Hydraulic calculations.
  - \_\_\_ Submittal sheets for all components.
- \_\_\_ If flow tests are required, contact the local water authority before any tests are performed. All public water systems are owned and maintained by the individual towns, with exception of the Sykesville/Eldersburg area which is owned and maintained by Carroll County.
- \_\_\_ Approved drawings shall be available on site at time of inspection.
- \_\_\_ Work on NFPA 13 sprinklers systems is under the jurisdiction of the **Office of the State Fire Marshal**. Plans can be submitted directly to their offices for review and comment. Their contact information is:

#### Northeast Regional Office

Mary E. W. Risteau Multi-Service Center  
2 South Bond Street, Suite 401  
Bel Air, MD 21014  
Phone: 410-836-4844  
FAX: 410-836-4845  
Email: [mosp.osfmnero@maryland.gov](mailto:mosp.osfmnero@maryland.gov)

#### Headquarters

201 Reisterstown Road  
Pikesville, Maryland 21208  
(410) 653-8980 | 1-800-525-3124  
(410) 653-8988 - Fax  
[mosp.osfm@maryland.gov](mailto:mosp.osfm@maryland.gov)

## **Commercial Kitchen Hood Systems:**

- \_\_\_ Commercial hoods and ventilation systems shall comply with adopted editions of NFPA 96 and the International Mechanical Code (IMC).
- \_\_\_ Fixed extinguishing systems (fire suppression) shall comply with the adopted edition of NFPA 17A.
- \_\_\_ Hood systems and fixed extinguishing systems are permitted separately unless all work is completed by the same installer.
- \_\_\_ All Type 1 hoods require a fixed extinguishing system.
- \_\_\_ Installers performing work on fixed extinguishing systems shall be licensed by the Office of the State Fire Marshal for installation of non-water based extinguishing systems.
- \_\_\_ A minimum of two sets of drawings are required, to include:
  - \_\_\_ For fixed extinguishing systems, a layout showing the configuration of the system including nozzles and appliance locations.
  - \_\_\_ For hood and duct systems only, a layout showing the details and dimensions of the hood and duct system.
  - \_\_\_ Submittal sheets for all components.
- \_\_\_ Approved drawings shall be available on site at time of inspection.

## **Fire Alarm Systems:**

- \_\_\_ Fire alarm systems shall comply with the adopted edition of NFPA 72.
- \_\_\_ A minimum of two sets of detailed drawings are required, to include:
  - \_\_\_ A complete layout showing the location of all components.
  - \_\_\_ Battery calculations.
  - \_\_\_ A graphics summary that clearly identifies components on the drawings.
  - \_\_\_ Submittal sheets for all components.
  - \_\_\_ Drawings shall be signed and sealed by a NICET certified designer.
- \_\_\_ A signature and license number for a Master Electrician responsible for the work is required on the application. Work is to be completed by qualified personnel.
- \_\_\_ Approved drawings shall be available on site at time of inspection.