



FIRE ALARM FIRE SPRINKLER ACCESS CONTROL

For all Inspections and questions - Call Fire Dept. (281) 316-3740

Submit for Review: 1 set of complete drawings and 1 Digital File Submission

with the permit application

OFC: (281) 338-2925

FAX: (281) 316-4128

Date \_\_\_\_\_ APPLICANT/CONTRACTOR INFORMATION

Form section for contractor and applicant information including fields for Name of Contractor, State License #, Contractor's Address, City, State, Zip, Phone #, FAX #, Name of Applicant, Cell #, and E-Mail.

PROJECT INFORMATION

Form section for project information including fields for PREMISES OWNER, Phone #, PREMISES LOCATION, Project Name, Phone #, Project Address, City, State, and Zip.

SYSTEM INFORMATION

Form section for system information including fields for MONITORING COMPANY, Phone #, ADDRESS, and LICENSE/CERTIFICATION #.

Form section for model and serial information including fields for MODEL No., SERIAL No., PHONE LINE #1, PHONE LINE# 2, LOCAL, REMOTE, CENTRAL STATION, PROPRIETARY, AUX, and OTHER (Specify).

WORK TO BE PERFORMED

Table with 4 columns: Description, # Of Units, and two columns for cost (indicated by \$ symbols). Rows include Plan Review Fee and Permit Fee.

Fire Department use only Permit Fee \$

Signature of Applicant \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

FIRE Marshal Signature \_\_\_\_\_ Date \_\_\_\_\_

## APPLICATION AND INSPECTION INFORMATION

Contractor must submit for review:

**1 set of complete drawings and 1 digital file submission** to the Building Permit Desk with the Permit Application.

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1. Testing will be done on **battery power**.
2. Fire alarm system **shall not** be placed into test mode for Fire Department testing.
3. **Both** phone lines will be tested for dial out and confirmation from our dispatch the alarm was received. After this test the system can be placed in test mode for the remainder of the inspection.
4. All devices will be tested. (**smoke detectors-tested by smoke, no magnets**).
5. Each air handler that is 2000 cfm or greater is **required** to have a remote indicator and shall be individually smoke tested for shut down and alarm. HV/AC smoke detectors are required upon shutdown to go into **trouble not alarm**.
6. A copy of the application with all blanks filled out completely shall be provided to the inspector on inspection day.

### Fire Alarm Acceptance Testing

1. By appointment only.
2. Stamped, approved drawings on site.
  - a. Any modifications to originals require as-built plans on site.
  - b. Must have licensed technician present for testing.
3. All initiating devices to be tested
  - a. Smoke detectors tested by smoke only (no magnets).
  - b. Heat detectors tested by heat gun (no magnets).
  - c. Duct detectors tested by smoke only (no magnets).
  - d. Fire dampers tested and inspected.
  - i. Manual and automatic.
    - e. Pull stations tested and to have Stopper II style covers installed.
    - f. Strobes operating in sync
    - g. Other devices such as tampers, flow switches and commercial vent hood systems tied into the fire alarm panel will be tested.
4. During testing, **addressable** panels should have proper descriptors and locations of initiating device (point of contact ID).
5. All HVAC resets are to be located near the main fire alarm control panel, or resettable from fire control panel.
6. All devices and panels are to be installed according to manufacturer specifications and current adopted fire code, NFPA 72 compliant.
7. Require minimum of two live fire test
  - h. One on primary phone line
  - i. One on secondary phone line
  - j. All others may be performed in test mode if Fire Marshal approves.
8. Panel shall be tagged and left in normal operating mode at completion of acceptance testing.
9. Field inspection is final acceptance. Changes may be required by the Fire Marshal even though plans were approved.

**Dispatch contact # for programming is 281-332-2426, option #5**

Fire Marshal – Warren Chappell  
Asst. Fire Marshal – Kevin Dozier  
Fire Protection - Rick Vargas

Fire Station 1  
18300 Hwy 3  
Webster TX 77598  
281.316.3740  
281.333.5829 fax