# Fire Protection System

## Information and Permit Application City of Dearborn

## FIRE ALARM SYSTEMS

#### APPLICATION

- Permits are required if you are repairing or replacing a portion of a fire protection system.
- (Maintenance does not require a permit.)
- Contractors must be licensed by the State of Michigan and registered with the City of Dearborn.
- Permit applications and required documents are reviewed by the Fire Marshal Office.
- To avoid delays in processing and to avoid revision fees, make sure your application is filled out completely and submitted with all required documents.

#### **REQUIRED DOCUMENTATION**

The following documentation will be required from each contractor:

- Three (3) sets of scaled drawings, signed and sealed by a registered design professional (NICET III or PE)
- One (1) copy of product specifications or cut sheets
- One (1) copy of battery calculations
- Scope of work must be provided on drawings. All rooms must be labeled or visual device is required.
- One (1) set of digital plans. Cut sheets and battery calculations may also be submitted digitally. Digital plans may be submitted on disk or USB, or emailed to firemars@ci.dearborn.mi.us A processing fee will be applied for failure to submit digital plans.

#### FEES

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•	Administrative Processing Fee:	\$ 100.00	(non-refundable, due upon submittal)
٠	Processing Fee to Convert to Digital:		
	First 10 Pages	\$ 25.00	
	Each Additional Page	\$ 2.00	
٠	FD Plan Review Fee:	\$ 200.00 (due up	on submittal)
٠	Minimum Permit Fee:	\$ 100.00 (due up	oon permit issuance)
٠	Electrical Plan Review Fee:	\$ 50.00 (due up	oon permit issuance)
•	Revision Fee:	\$ 75.00	
٠	Reinspection Fee:	\$ 50.00	

Payment is preferred by check, payable to "City of Dearborn." Payment may also be made by credit card or cash.

#### PLAN REVIEW and PROCESSING

- Please allow ten (10) business days for processing.
- If there are deficiencies or insufficient information on the required documentation, the contractor will be contacted and asked to provide missing or additional information. Revision fees may apply.
- The contractor will be contacted when plans are approved and a permit is ready to be issued. Permits are issued at the Dearborn Administrative Center, located at 16901 Michigan Avenue.

#### INSPECTIONS

Inspections are required and scheduled by calling the Fire Marshal Office at (313) 943-2838.

- At time of inspection ensure all ceiling, flooring, doors, windows, etc. are in place.
- dB readings will take place in all rooms.
- Silencing of the system must stop strobes and horns (not just horns).
- Duct detectors shall initiate a supervisory signal.
- All smoke and duct detectors must be tested with can smoke.

#### PERMIT EXPIRATION

A permit remains valid as long as work is progressing and inspections are requested and performed. A permit will expire if the authorized work is not commenced within six months of permit issuance or if the authorized work/project is suspended or abandoned for period of six months after commencing work. Expired permits may be extended for a fee of 1/2 the original permit fee.

Contact Phone # :	Scope of Work: New System Existing System						FOR OFFICE USE ONLY         Permit Number         Date Submitted         Permit Clerk         Date Approved				
In FEES       FEE       #       AMOUNT       LINE TYPE HEAT DETECTION CABLE       FEE       #       AMOUNT         Fire Alarm Panel       50.00       Image: Control of Co	Project Manager:										
PANELS         FEE         #         AMOUNT         LINE TYPE HEAT DETECTION CABLE         FEE         #         AMOUNT           Fire Alarm Panel         50.00             20.00         2             Alterations or Additions to Existing System         120.00           Each Additional Foot         50.00		·····									
Alterations or Additions to Existing System       120.00       Each       5.00       5.00       Image: State S			FEE	#	AMOUNT	LINE TYPE HEAT DET	ECTION CABLE	FEE	#	AMOUNT	
ALARM DEVICES or BDA       FEE       #       AMOUNT         Each       15.00	Fire Alarm Pane	el	50.00			First Foot		20.00			
Each       15.00       Image: Constraint of the system of the sys	Alterations or Additions to Existing System		120.00			Each Additional Foot	Each Additional Foot				
Each       15.00       Image: Constraint of the system of the sys											
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Indicate the number of Alarm Devices to be installed. It is not necessary to specify the type of device.       Indicate the number of Alarm Devices to be installed. It is not necessary to specify the type of device.         (Fire Alarm, Fire Alarm Signal, Heat Detector, Smoke Detector, Duct Smoke Detector, Sprinkler System Flow 	ALARM DEVIC	ES or BDA		#	AMOUNT						
It is not necessary to specify the type of device.       It is not necessary to specify the type of device.         (Fire Alarm, Fire Alarm Signal, Heat Detector, Smoke Detector, Duct Smoke Detector, Sprinkler System Flow Switch, Sprinkler Valve Tamper Switch, Fire Door Holder, Exit Way Door Electrical Unlocking System, Fans Controlled by Fire Alarm System Emergency Stop Button)       SUBTOTAL PERMIT FEES (minimum \$100)         SUBTOTAL PERMIT FEES (minimum \$100)       PERMIT PROCESSING FEE       100.00         FD PLAN REVIEW FEE       200.00       ELECTRICAL PLAN REVIEW FEE       50.00         DIGITAL PROCESSING FEE (\$25.00 plus \$2.00 each page over 10 pages)       SUBTOTAL PAYMENT DUE       It output	Each		15.00								
Detector, Duct Smoke Detector, Sprinkler System Flow Switch, Sprinkler Valve Tamper Switch, Fire Door Holder, Exit Way Door Electrical Unlocking System, Fans Controlled by Fire Alarm System Emergency Stop Button)       SUBTOTAL PERMIT FEES (minimum \$100)         SUBTOTAL PERMIT FEES (minimum \$100)       PERMIT PROCESSING FEE       100.00         FD PLAN REVIEW FEE       200.00         ELECTRICAL PLAN REVIEW FEE       50.00         DIGITAL PROCESSING FEE (\$25.00 plus \$2.00 each page over 10 pages)       50.00         TOTAL PAYMENT DUE       IOTAL PAYMENT DUE											
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FD PLAN REVIEW FEE     200.00       FD PLAN REVIEW FEE     200.00       ELECTRICAL PLAN REVIEW FEE     50.00       DIGITAL PROCESSING FEE (\$25.00 plus \$2.00 each page over 10 pages)     50.00       TOTAL PAYMENT DUE     10						SUBTOTAL PERMIT FI	EES (minimum \$10	0)			
ELECTRICAL PLAN REVIEW FEE     50.00       DIGITAL PROCESSING FEE (\$25.00 plus \$2.00 each page over 10 pages)										100.00	
DIGITAL PROCESSING FEE (\$25.00 plus \$2.00 each page over 10 pages) TOTAL PAYMENT DUE						FD PLAN REVIEW FEE				200.00	
(\$25.00 plus \$2.00 each page over 10 pages) TOTAL PAYMENT DUE										50.00	
								ages)			
Checks payable to "City of Dearborn"						TOTAL PAYMENT	DUE				
						Checks payable to "City	of Dearborn"				

### III. APPLICANT INFORMATION / AFFIDAVIT

Name of Registered Company								
Name of Registered Person of Company								
Company Address	City		State	Zip Code				
City of Dearborn Registration #		Expiration Date						
Worker's Disability Compensation								
Insurance Carrier (or reason for exemption)								
Employer Identification Number	MESO	MESC Employer Number						
(or reason for exemption) (or reason for exemption)								
I affirm that the information provided in this application and the accompany	ing drowing	no which are a part of t	hia application	in accurate. The				

I affirm that the information provided in this application and the accompanying drawings, which are a part of this application, is accurate. The acceptance of the permit shall constitute an agreement to abide by all codes and ordinances enforced by the City of Dearborn.