# Fire Protection System

# Information and Permit Application City of Dearborn

# **SPRINKLER / SPECIAL FIRE SUPPRESSION SYSTEMS**

Fire Extinguishing . Standpipe . Fire Pump . Underground Water/Hydrant . Automatic Sprinkler . CO2 . Dry Chemical

#### **APPLICATION**

- Permits are required if you are repairing, replacing or altering any 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 hydraulic calculations for sprinkler systems or documentation for scheduled pipe systems
- Scope of work must be provided on drawings. Commodity classification being protected must be identified.
- 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**

Administrative Processing Fee: \$ 100.00 (non-refundable, due upon submittal)

Processing Fee to Convert to Digital:

First 10 Pages \$ 25.00 Each Additional Page \$ 2.00

FD Plan Review Fee:
 Minimum Permit Fee:
 Mechanical Plan Review Fee:
 Mechanical Permit Inspection Fee:
 \$ 200.00 (due upon permit issuance)
 \$ 100.00 (due upon permit issuance)
 \$ 50.00 (due upon permit issuance)
 \$ Determined by scope of work

Revision Fee: \$ 75.00Reinspection 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 ceiling is open for piping inspection.
- Hydrostatic testing will be required for systems greater than 20 heads.

## 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  $\frac{1}{2}$  the original permit fee.



# FIRE PROTECTION SYSTEM PERMIT APPLICATION **SPRINKLER /SPECIAL SUPPRESSION SYSTEMS**

FOR OFFICE USE ONLY
Permit Number
Date Submitted
Permit Clerk
Date Approved

						Permit C	lerk			
I. LOCATION / BUSINESS / PROJECT INFORMATION						Date App	proved			
Site Address:										
Business Name:										
Building Name & Number:					S	uite #:				
Occupancy Classification:	Hazard	□o	rdinary Hazaı	rd Gro	oup 1 □Extra Haza	rd Group 1	I			
. , 5			rdinary Haza							
Building Use:										
Scope of Work:New System [										
□New System [	☐Existing S	yste	m							
Project Manager:										
Contact Phone # :				Fma	il:					
II. FEES										
WATER ELEMENTS	FEE	#	AMOUNT		SUPPLY LINES			<b></b> ✓	AMOUNT	
Hydrant	120.00			╼	3/4" to 1"					
Fire Main / Water Line	120.00				1 1/4" to 1 1/2"					
Backflow Device	35.00			-	2" to 4"					
	33.33			-	Larger than 4"					
					Fire Main		78.00			
SPRINKLER HEADS	FEE	✓	AMOUNT		SPECIAL SYSTEMS (CO2, DRY CHEMICA	AL)	FEE	#	AMOUNT	
1 – 100	100.00				Each Special System		250.00	)		
101 – 200	200.00									
201 – 300	300.00									
301 – 400	400.00				SUBTOTAL PERMIT FEES (minimum \$100)					
401 500	500.00				PERMIT PROCESSING FEE 100.00					
501 – 1,000	600.00				FD PLAN REVIEW FEE			200.00		
1,001 and above	750.00				MECHANICAL PLAN REVIEW FEE 50.00					
Hydro Test of System (per test date)	100.00			DIGITAL PROCESSING FEE (\$25.00 plus \$2.00 each page over 10 pages)						
					TOTAL PAYMENT DUE					
					Checks payable to "City	of Dearbor	n"			
III. APPLICANT INFORMATION / AFFIDA	AVIT									
Name of Registered Company										
Name of Registered Person of Company										
Company Address					City		State Zip Code			
City of Dearborn Registration #					Expiration Da	ite	<u> </u>			
Worker's Disability Compensation										
Insurance Carrier (or reason for exemption Employer Identification Number	)				MESC Employer Nur	nher				
(or reason for exemption)					(or reason for exemption)					

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.