



Fire Alarm Permit Application and Requirements

Please scroll below to see what will be required when applying for a Fire Alarm permit. All applications need to be submitted online at www.mypermitnow.org or click the below Customer Portal link.

Online Permitting using MyPermitNow (MPN) for
Fire Alarm Applications Effective July 1, 2016.

Apply

Customer Portal

City of Leander

Fire Alarm Application Checklist

All Plans (i.e., each sheet) are to be signed by the Engineer for the installing contractor with the Engineer's licensing information and company name. The Engineer signature is to be updated for each revision submitted to the City.

New and Remodeled Fire Alarm Systems

- Show description of use for all portions of the building (including room names) included in this application. For remodeled systems, indicate all existing rooms as such.
- Indicate whether fire alarm system is of a specialized type (Sprinkler Supervisory, Elevator Recall Control and Supervisory, Emergency Voice Alarm Communication).
- Show all applicable design information as specified in NFPA 72.
- For notification appliance circuits, indicate circuit numbers and candela ratings as applicable at each notification appliance. Indicate end of line device at the end of each notification appliance circuit.
- Provide system standby battery calculations for the system control panel and any remotely located notification appliance circuit extenders or power supplies.
- Provide voltage drop calculations for all notification appliance circuits connected to the system control panel or notification appliance circuit power supplies.
- For emergency voice alarm communication systems, provide load calculations. For all speaker circuits to include tap wattages, total wattage used and total Db loss for the circuit.
- For emergency voice alarm communication systems, indicate tap wattages at each speaker on the fire alarm system drawings.
- Provide manufacturer's equipment data sheets for all control equipment, Power supplies, and peripheral devices within the system.
- For system remodel work, show model of existing devices in addition to new devices being used. Indicate any devices that are existing and/or existing and relocated.
- Indicate control circuits for all combination fire and smoke dampers and source panel for power on the fire alarm system drawings, further indicate devices used for the interface of damper control with the fire alarm system.
- Indicate control circuits for all electromagnetic door hold open devices and source of power on the fire alarm system drawings, further indicate devices used for the interface of control of door hold open devices with the fire alarm system.
- Show sequence of operation matrix as illustrated in NFPA 72 on the fire alarm system drawings.
- Provide on the fire alarm system drawings, for all new or remodeled systems, a floor plan with point-to-point drawing or detailed fire alarm riser diagram illustrating all signaling line and notification appliance circuits within the scope of work.
- For all Remote Supervising Station, Proprietary Supervising Station, and central Station Systems, indicate a connection to a telephone exchange room or point of demarcation on the fire alarm system drawings. Indicate at the system control panel both on the floor plan and in the riser diagram.
- Indicate on the fire alarm drawings, the required dedicated primary power circuit for the system control panels and notification appliance circuit extenders or power supplies. Indicate at each location of this equipment on the floor plans and in the riser diagram.

- For emergency voice alarm communication systems, indicate the location of all remotely located amplifiers for speaker circuits on the fire alarm system drawings both on the floor plan and in the riser diagram.
- For emergency voice alarm communication systems, indicate the speaker circuit number at each speaker or combination speaker and strobe on the fire alarm system drawings both on the floor plan and in the riser diagram.
- Further, indicate the end of line device at the end of each speaker circuit both on the floor plan and on the riser diagram.
- Indicate the CFM rating of all air handler units requiring duct-mounted smoke detectors on the fire alarm system drawings.

In facilities with elevators, indicate on the fire alarm system drawings all interface devices for elevator control and their function (Primary Recall, alternative Recall, Power Shutdown, and Flash Hat).

Elevator Recall Control and Supervisory Systems

- Provide a floor plan that indicates the elevator hoistway, elevator lobby, and elevator equipment room. A full building floor plan will not be required unless the elevator equipment rooms are not located in close proximity to the elevators being controlled. Include on the drawings a key plan denoting the location of the areas of work.
- Provide on the system drawings, a point-to-point diagram on the floor plan or detailed system riser diagram illustrating all signaling line circuits within the scope of work to include device locations.
- Indicate on the system drawings, the required dedicated primary power circuit for the system control panel.
- Indicate at each location of this equipment on the floor plan and in the riser diagram.
- Provide standby battery calculations for the system.
- Indicate on the system drawings all interface devices for elevator control and their function (Primary Recall, Alternate Recall, Power Shutdown, Flash Hat).
- Provide manufacturer's equipment data sheets for all control equipment, and peripheral devices within the system.
- Show sequence of operation matrix as illustrated in NFPA 72 on the system drawings.

Sprinkler Supervisory System

- Provide a detailed riser diagram indicating all signaling line and notification circuits. Include the room location of all water flow valves and valve tamper switches being supervised on the riser diagram.
- Indicate on the riser diagram, the required dedicated primary power circuit for the system control panel.
- Indicate on the riser diagram a connection to a telephone exchange room or point of demarcation from the system control panel.
- Provide standby battery calculations for the system.
- Provide voltage drop calculations for all notification appliance circuits in the system.
- Provide manufacturer's equipment data sheets for all control equipment, and peripheral devices within the system.
- In the event that duct mounted smoke detectors are connected to the system for supervision, indicate on the riser diagram the air handler unit number and location.
- Show sequence of operation matrix as illustrated in NFPA 72 on the system drawings.

Dedicated Function Fire Alarm Systems

In the case of systems for supervision of fire safety functions and commercial cooking suppression systems provide a detailed riser diagram indicating all signaling line and/or initiating device circuits within the system to include annotation of any and all equipment being supervised by the system (duct mounted smoke detectors, hood suppression systems, etcetera.) Additionally indicate all interface devices for the equipment being supervised.

Fire Alarm Control Panel Replacement

- Provide a detailed riser diagram indicating all initiating, notification, and signaling line circuits within the existing system.
- Provide with the submittal package, a cover letter, signed by the alarm planning superintendent or professional engineer, listing the model number, manufacturer, and quantity of existing devices within the system. This includes initiating devices, notification appliances, and peripheral devices (system annunciators, separate system communication devices, system printers).
- Provide manufacturers equipment data sheet for the new fire alarm control panel to be installed.

Fees and Inspections For Fire Alarms

Once the plans have been approved and all fees paid, please follow the directions on MyPermitNow (MPN) to request inspections. Please allow 5 business days for the inspections to be scheduled.

Fees

- Fire Alarm Review <200 Devices - \$100.00
- Fire Alarm Review >201 Devices - \$150.00
Add \$0.50 per device over 200
- Fire Alarm Test <200 Devices - \$100.00
- Fire Alarm Test >201 Devices - \$150.00
Add \$0.50 per device over 200