


## City of Decatur Fire & Rescue Services

<p><b>Fire Marshal's Office</b></p>  <p><b>Plan Review</b></p>	<p><b>Fire Alarm Checklist<sup>1</sup></b></p> <p>Job Name: _____</p> <p>Address: _____ Bldg: _____ Suite: _____</p> <p>City: _____ Zip: _____</p> <p>Responsible Party: _____ Phone: _____</p> <p>Fire Alarm Company: _____ Building Permit #: _____</p> <p><b>GENERAL BUILDING INFORMATION:</b></p> <p>NFPA Occupancy Type _____ NFPA Occupant Load _____</p> <p>New System <input type="checkbox"/> Tenant Remodel <input type="checkbox"/> Replacement <input type="checkbox"/></p> <p>Fire Sprinkler System Present Y<input type="checkbox"/> N<input type="checkbox"/> Voice Evacuation Y<input type="checkbox"/> N<input type="checkbox"/></p> <p>Special Locking Arrangements<sup>2</sup> Y<input type="checkbox"/> N<input type="checkbox"/> Fire Pump Present Y<input type="checkbox"/> N<input type="checkbox"/></p>
✓ = Pass, X = Fail, NA = Not applicable	
Status	
<b>DRAWING SUBMITTAL REQUIREMENTS</b>	
1) Provide three (3) sets of drawings, one (1) set of the equipment technical data sheets, voltage drop calculations, battery calculations, and a copy of the scope of work letter	
2) Drawings must be to scale with a graphic scale (1/8" = 1 ft scale is preferred)	
3) Label all rooms	
4) Provide legend/key for all fire alarm components and include the quantities; the fire alarm symbols must comply with the 2012 edition of NFPA 72 (NFPA 72: 7.2.3)	
5) Every room and or separate occupancy type and load per NFPA	
6) Indicate the person responsible for the system design on the drawing (NFPA 72: 7.2.2)	
7) Provide a copy of the low voltage with name, license #, and original signature of license holder on the drawings	
8) Provide a riser diagram (NFPA 72: 7.2.1(2))	
9) Provide a sequence of operation in an input/output matrix (NFPA 72: 7.2.1(4))	
10) Provide a wire legend (specify wire type and size), show point to point system wiring, EOLR locations <b>Note:</b> SLC, NAC or other circuits shown in different colors is preferred	
11) Provide penetration details for fire barrier/walls or smoke barriers; must indicate if wiring is in a plenum space	
12) Show the location of FACP and remote power supplies with smoke detectors <sup>3</sup>	
13) Show the location of the documentation cabinet for <b>new</b> fire alarm systems (NFPA 72: 7.7.2)	
14) Show the location of the Knox Box and the fire alarm annunciator; annunciator must be within 10 ft of the main fire department entrance	
<b>INITIATING DEVICES</b>	
15) Show the location of manual fire alarm boxes; within 5 ft of exit doors (NFPA 72: 17.14.8.4); provide additional manual fire alarm boxes every 200 ft of travel (NFPA 72: 17.14.8.5)	
16) Show the location of smoke detectors where required by NFPA 72 and/or NFPA 101; <b>Note:</b> To minimize the probability of false alarms non-required smoke detectors should not be installed	
17) Show the location of detectors in air duct systems; <b>Note:</b> Detectors located in air ducts shall report as supervisory only (NFPA 72: 17.7.5.5)	
18) Show the location of other smoke sensing detectors (i.e. beam detectors or air sampling smoke detectors)	
19) Show the location of smoke detectors for the operation of smoke dampers	
20) Show the location of heat detectors in elevator shafts with sprinklers and where required by code or due to weather conditions (NFPA 72: 17.6.1)	
21) Show the interface with the kitchen hood/suppression system (NFPA 72: 17.13)	
22) Show the location of sprinkler flow switches for electronic monitoring (City Ordinance Section 54 and NFPA 72: 17.12)	
23) Show the location of other automatic extinguishing systems (i.e. clean agent system or foam system) (NFPA 72: 17.13)	
24) Show the location of all tamper switches for electronic monitoring of all sprinkler control valves including the PIV (City Ordinance Section 54 and NFPA 72: 17.16.1)	
25) Provide pressure supervisory signal-initiating device and off-normal signal for pressure increases and decreases for dry-pipe sprinkler system (NFPA 72: 17.16.2.2.2)	

26) Provide monitoring of fire pump per NFPA 20 to include pump running, loss of phase and phase reversal (NFPA 72: 23.8.5.9)	
<b>NOTIFICATION APPLIANCES</b>	
27) Provide audible notification to attain 15 dB above the average ambient sound level throughout the building or space (NFPA 72: 18.4.3.1) <b>Note:</b> The required sound level must be noted on the drawing and documentation per NFPA 72: 7.3.4.3 must be provided <sup>4</sup>	
28) Provide audible notification at a minimum of 75 dB measure at the pillow level in sleeping areas (NFPA 72: 18.4.5.1) <b>Note:</b> Audible appliances must be provided in every sleeping area to attain the required sound level <sup>4</sup>	
29) Provide audible notification that produce low frequency alarm signals in sleeping and living areas (NFPA 72: 18.4.5.3 & A18.4.5.3)	
30) Show the location of speakers with wattage tap where the building is required to have a Fire Emergency Voice/Alarm Communication System (i.e. assembly occupancies with 300 or more occupants or high-rise buildings)	
31) Provide a note on the drawing to state the intelligibility of the voice evacuation system will meet the requirements of NFPA 72 Chapter 18 (NFPA 72: 24.4.2.2.2.1)	
32) Show the location of visible appliances (strobes) and indicate the candela rating	
33) Show the height of strobes mounted on the wall (NFPA 72: 18.5.5.1)	
34) Indicate the ceiling height for ceiling mounted strobes	
35) Provide strobe spacing in rooms per Table 18.5.5.4.1(a) and Figure 18.5.5.4.1 or Table 18.5.5.4.1 (b) (NFPA 72: 18.5.5.4.1)	
36) Provide a note on the drawing regarding strobe synchronization where two or more strobes are in the same field of vision (NFPA 72: 18.5.5.4.2 & 18.5.5.5.7)	
37) Locate strobes in corridors not more than 15 ft from the end of the corridors and not more than 100 ft between strobes (NFPA 72: 18.5.5.5.5) <b>Note:</b> Corridors exceeding 20 ft in width must use the spacing requirements of NFPA 72: 18.5.5.4	
38) Provide strobes in sleeping areas where required per Table 18.5.5.7.2 (NFPA 72: 18.5.5.7.1)	
<b>EMERGENCY CONTROL FUNCTION INTERFACES</b>	
39) Provide initiating devices in areas for elevator recall as required by ANSI/ASME A17.1/CSA B44 (NFPA 72: 21.3)	
40) Provide lobby smoke detector within 21 ft of the centerline of the elevator bank for elevator recall (NFPA 72: 21.3.5)	
41) Provide smoke detectors in sprinkled hoistways (NFPA 72: 21.3.6) <b>Note:</b> Smoke detectors shall not be installed in unsprinklered elevator hoistways unless they are installed to activate the elevator smoke relief equipment	
42) Show the location of all doors on hold opens with compliant smoke detector location per NFPA 72: 17.7.5.6 (NFPA 72: 21.8) <b>Note:</b> Smoke detectors for door release to only report as a supervisory signal	
43) Show the location of electrically locked doors (i.e. magnetic locks or access controlled doors) (NFPA 72: 21.9)	
<b>SUPERVISING STATION ALARM SYSTEMS</b>	
44) Provide a note on the drawing stating how the fire alarm system will be monitored by a supervising station for electronically monitored sprinkler systems and in buildings or occupancies required to have emergency forces notification; refer to the Life Safety Code for emergency forces notification requirements; provide technical data on equipment (NFPA 72: Chapter 26)	

<sup>1</sup> The above is not an all-inclusive list, all applicable codes for fire alarm systems must be met

<sup>2</sup> Special locking arrangements include access control doors, delayed egress locks, and elevator lobby exit access door assemblies

<sup>3</sup> A key plan must be maintained at each FACP and the sprinkler riser room where multiple FACP's on the premises are connected to a single flow switch

<sup>4</sup> An audible sound level test report is required to be provided to the Life Safety Inspector

Notes: \_\_\_\_\_

Reviewer: \_\_\_\_\_

Date: \_\_\_\_\_