

# FIRE ALARM SYSTEMS PLAN REVIEW *Checklist*

The following are the minimum requirements needed for submittal of fire alarm systems to be reviewed for approval. Additional information such as clean drawings and sectional building views will greatly increase the turn-around time.

- 1. Two sets of 1/4" or 1/8" scale shop drawings.
- 2. Plan shall have a detailed scope of work.
- 3. Describe the project such as new, tenant improvement, or remodel.
- 4. Provide a site drawing showing streets, building envelope, and point of compass.
- 5. Provide manufacturer's product information sheets for all devices and appliances integrated with the system.
- 6. Battery calculation sheet.
- 7. Wire voltage drop calculation sheet.
- 8. Riser diagram with strobe candela identified.
- 9. Elevator recall information if applicable.
- 10. Annunciator panel (if required) – simple zone identification with building floor plan.
- 11. A key for the alarm panel shall be provided for the fire department Knox lock box.
- 12. A full plan set including manufacturer's product information sheets and programming Cd shall be left at the panel on final inspection.

For questions please call Rod Pearce, Fire Marshal at 253-460-5439.

**Please note:** Fire inspections are performed on Tuesdays and Wednesdays, or by prearranged appointment with Fire Marshal. Call 253-460-2540 to schedule an inspection.