



City of Monroe – Fire Sprinkler Permit Submittal Requirements

The following requirements have been established for the submittal of plans and specifications for all fire sprinkler systems being installed within this jurisdiction. Submittals not conforming to these minimum requirements will be returned as incomplete.

These requirements apply to all new required or non-required fire sprinkler installations in either new buildings or existing buildings.

Fire sprinkler systems shall be designed, installed and maintained in accordance with the International Fire Code, 2003 edition and National Fire Protection Association (NFPA) Standards 13, 13-D, or 13-R Standards, 1999 or 2002 edition with the following jurisdiction-specific changes:

- All sprinkler systems in all occupancy classifications are required to have central station monitoring of supervisory and water flow switches (MMC 15.04.090).
- A Post Indicator Valve (PIV) or Wall PIV is not required.
- The Fire Department Connection (FDC) shall be located remotely (at least 50' away from the structure), near (but not next to) a hydrant.
- The system shall include a Double Check Valve Assembly (DCVA). (Plumbing permit required).

Submittal Requirements:

1. Complete City of Monroe permit application
2. Current copy of the WA State Patrol Sprinkler License
3. Current copy of the Department of Labor and Industries contractor's license
4. Provide three (3) copies of plans, technical data sheets (including listing sheets) and calculations
5. Provide one (1) copy of the architectural plans
6. A backflow permit will also be required. Please complete the attached plumbing/mechanical fixture sheet.
7. Drawings shall be legible, scaled, and contain only the fire sprinkler components and those structural and building components necessary to provide proper sprinkler layout
8. Drawings and calculations shall be designed and wet stamped by a National Institute for Certification Engineering Technologies (NICET) Level I or higher for 13-D systems, NICET Level II or higher for 13-R systems and NICET Level III for 13 systems
9. Water system calculations shall be no more than one year old, reflect the "worst case" demand scenario on the water supply, and should be taken as near the point of connection to the sprinkler system as possible. Contact the City of Monroe Engineering Department for water supply information.
10. Submitted hydraulic calculations shall show the water system calculation back to the point where the test was performed.
11. For hydraulically calculated systems, a minimum safety margin of 10psi below available water supply is required.
12. All symbols shall conform to National Fire Protection Association (NFPA) 170 standards where applicable. A symbol key shall be included in the submittal documentation for all non-standard symbols.
13. Contractor shall provide a Contractor's Material and Test Certificate for both Underground and Aboveground Piping. Signed copies of these forms shall be provided to the AHJ before the system is accepted. Installing contractor must provide copy of NFPA 25 to building owner, along with manufacturer instructions and literature.



FOR OFFICE USE ONLY	
Permit #(s)	_____
Date	_____

MONROE FIRE DEPARTMENT
 163 Village Court • Monroe, WA 98272
 Phone: (360) 794-7666 • Fax: (360) 794-0959

COMMUNITY DEVELOPMENT / ENGINEERING
 806 West Main Street • Monroe, WA 98272
 Phone: (360) 794-7400 • Fax: (360) 794-4007

CITY OF MONROE – Combined Permit Application

Permit Submittal Hours Monday through Friday:

Building, Fire & Land Use permits: 9:00 am – 12:00 pm & 2:00 pm – 4:00 pm
 Engineering permits: 8:00 am – 5:00 pm

- | Building | Engineering | Fire | Land Use |
|--|--|---|---|
| <input type="checkbox"/> Building (new construction) | <input type="checkbox"/> Engineering Review | <input type="checkbox"/> Fire Alarm | <input type="checkbox"/> Accessory Dwelling Unit |
| <input type="checkbox"/> Commercial T/I | <input type="checkbox"/> Fencing | <input type="checkbox"/> Fire Sprinkler | <input type="checkbox"/> Boundary Line Adjustment/Lot Consolidation |
| <input type="checkbox"/> Demolition | <input type="checkbox"/> Grading | <input type="checkbox"/> High Piled Storage | <input type="checkbox"/> Conditional Use |
| <input type="checkbox"/> Garage/Carport | <input type="checkbox"/> Retaining wall | <input type="checkbox"/> Hood Suppression | <input type="checkbox"/> Rezone |
| <input type="checkbox"/> Mechanical | <input type="checkbox"/> Rockery | <input type="checkbox"/> Spray Booth | <input type="checkbox"/> Shoreline Substantial Develop. |
| <input type="checkbox"/> Plumbing | <input type="checkbox"/> Right of Way Disturbance | <input type="checkbox"/> Tents & Canopies | <input type="checkbox"/> Short Plat |
| <input type="checkbox"/> Residential Remodel | <input type="checkbox"/> Special Flood Hazard Area | <input type="checkbox"/> Other _____ | <input type="checkbox"/> Subdivision |
| <input type="checkbox"/> Sign | <input type="checkbox"/> Utility Service | | <input type="checkbox"/> Planned Residential Develop. |
| <input type="checkbox"/> Other _____ | | | <input type="checkbox"/> Variance |
| | | | <input type="checkbox"/> Other _____ |
- *Please note that all required Electrical Permits will be issued by the Dept. of Labor & Industries.***

THIS APPLICATION WILL NOT BE ACCEPTED WITHOUT COMPLETED SUBMITTAL REQUIREMENTS

Site Address or Property Location: _____

Size of site (acre/square feet): _____

Assessor's Tax Parcel Number (14 digits): _____

Applicant: _____ Phone # (____) _____

*Signature: _____ Printed Name: _____

Mailing Address: _____ Fax # (____) _____

City _____ State _____ Zip _____ E-mail _____

Property Owner: _____ Phone # (____) _____

**Signature: _____ Printed Name: _____

Mailing Address: _____ Fax # (____) _____

City _____ State _____ Zip _____ E-mail _____

ATTACH A SEPARATE SHEET FOR ADDITIONAL PROPERTY OWNERS/ADDITIONAL ADDRESSES

***Applicant:** By your signature above, you hereby certify that the information submitted is true and correct and that you are authorized by the property owner(s) to act on their behalf.

****Property Owner(s):** By your signature above, you hereby certify that you have authorized the above Applicant to make application on your behalf for this application.



Contractor: _____ Phone # _____

Fax #: _____

Contractors License # _____ Exp Date _____

Mailing Address _____

Contractor's Bond Company: _____

Contractor's Bid Amount or Project Cost (labor and materials): \$ _____

Size or square footage of site: _____

Occupancy classification: _____

Number of sprinklers being installed: _____

Number of valves being installed: _____

Number of EQ braces being installed: _____

Total number of devices*: _____

For phased projects:

Number of anticipated additional hydrostatic pressure tests: _____

Number of anticipated additional cover inspections: _____

*Devices include separate individual portions of a Fire Sprinkler System such as: Sprinklers, Risers, Valves and EQ bracing, but do not include hangers.

Detailed description of proposal/work: _____



Plumbing / Mechanical Fixture Sheet

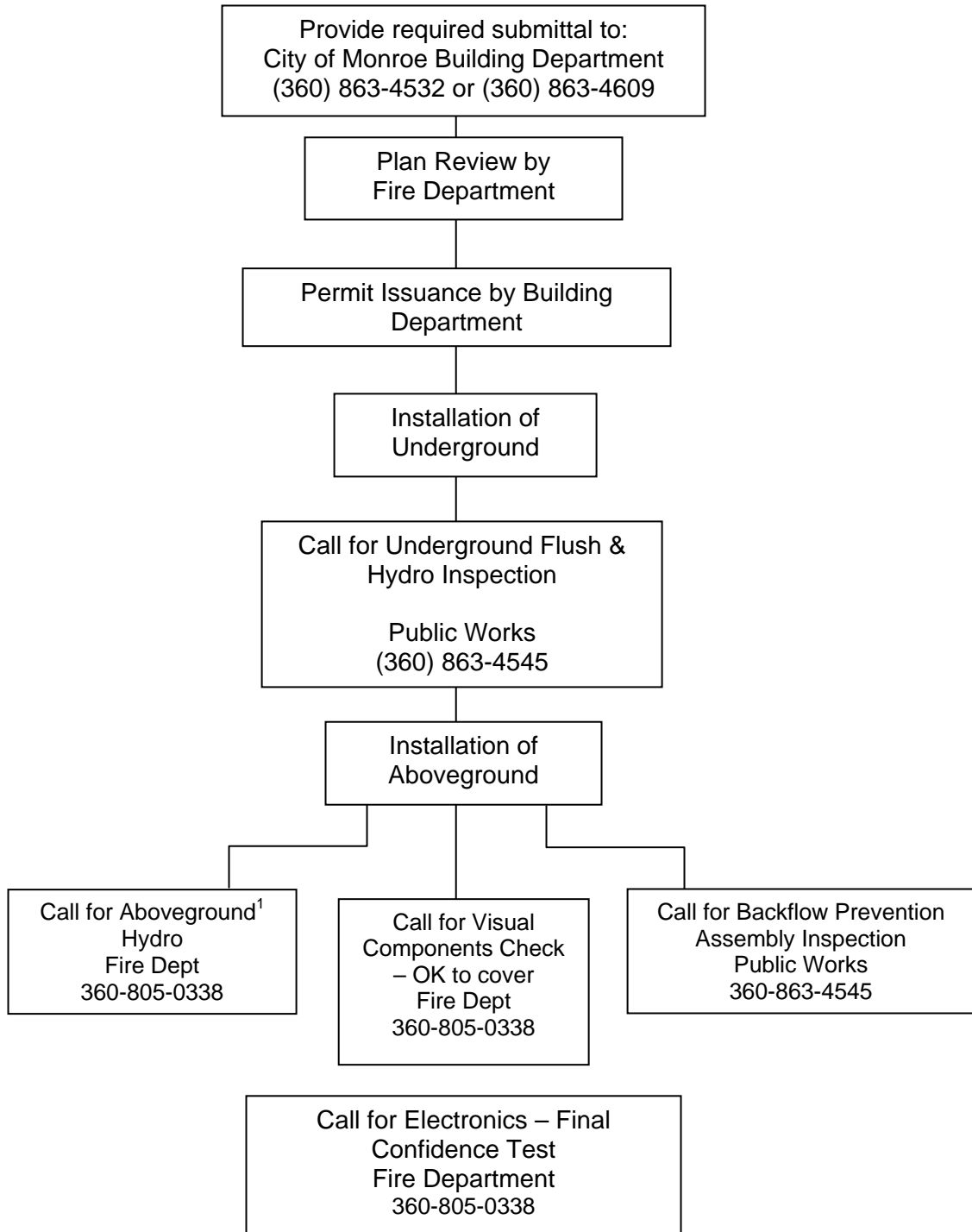
Plumbing – Permit # _____	Mechanical – Permit # _____
_____ Toilets \$10.00	_____ Air Cond. Unit < 100 Btu/h \$25.00
_____ Bath/Shower Combo \$10.00	_____ Air Cond. Unit > 100 Btu/h \$40.00
_____ Lavatory \$10.00	_____ Air Cond. Unit > 500 Btu/h \$52.00
_____ Shower (only) \$10.00	_____ Refrig. Unit < 100 Btu/h \$25.00
_____ Kitchen Sink & Disposal \$10.00	_____ Refrig. Unit > 100 Btu/h \$40.00
_____ Dishwasher \$10.00	_____ Refrig. Unit > 500 Btu/h \$52.00
_____ Laundry Tray \$10.00	_____ Boiler < 100 Btu/h > 3hp \$25.00
_____ Clothes Washer \$10.00	_____ Boiler > 100 Btu/h 3-15hp \$40.00
_____ Water Heater \$10.00	_____ Boiler > 500 Btu/h 15-30hp \$52.00
_____ Urinal \$10.00	_____ Boiler > 1million Btu/h < 50hp \$70.00
_____ Drinking Fountain \$10.00	_____ Boiler > 1.5million Btu/h < 50hp \$100.00
_____ Pretreatment Interceptor \$10.00	_____ Gas Fired AC < 100 Btu/h \$25.00
_____ Alteration/repair piping \$10.00	_____ Gas Fired AC > 100 Btu/h \$40.00
_____ Floor Drains/Floor sinks \$10.00	_____ Gas Fired AC > 500 Btu/h \$52.00
_____ Hose Bibbs \$10.00	_____ Forced Air Heat < 100 Btu/h \$25.00
_____ Roof Drains \$10.00	_____ Forced Air Heat > 100 Btu/h \$40.00
_____ Sink (bar, service, etc.) \$10.00	_____ Gas Fired furnace < 100 Btu \$25.00
_____ Backflow Assembly \$10.00	_____ Gas Fired furnace > 100 Btu \$40.00
_____ Base Plumbing Fee \$25.00	_____ Unit Heaters < 100 Btu/h \$25.00
_____ Building Main Waste \$25.00	_____ Unit Heaters > 100 Btu/h \$40.00
_____ Icemaker/Refrigerator \$10.00	_____ Clothes Dryers–Gas Fired \$15.00
_____ Grease Trap \$25.00	_____ Exhaust Fans \$10.00
_____ Grease Interceptor \$100.00	_____ Range Hoods \$25.00
_____ Reinspection Fee (all) \$50.00	_____ Air Handling Units \$15.00
_____ Additional Plan Review fees \$50.00	_____ Range/Cooktop–Gas Fired \$15.00
_____ Supplemental Permit Fee \$10.00	_____ Fireplace/Insert/Stove \$15.00
_____ Public Works Insp. Fee \$34.13	_____ Water Heater–Gas Fired \$15.00
_____ Med Gas Piping < 5 inlets/outlets \$60.00	_____ Gas Piping <5 units \$10.00
_____ Med Gas Piping > 5 inlets/outlets \$ 5.00	_____ Gas Piping >5 units \$ 2.00
	_____ Base Mechanical Fee \$25.00
	_____ Heat Pump \$15.00
	_____ Evaporative coolers \$15.00
	_____ Miscellaneous Appliance \$15.00
	_____ Heat Exchangers \$15.00
	_____ Condensers \$20.00
	_____ Reinspection Fee \$50.00
	_____ Supplemental Permit Fee \$10.00
	_____ Ductwork (drawings req.) \$20.00

Commercial plumbing & mechanical permits are required to submit line drawings. A plan review fee of 65% for plumbing and 25% for mechanical will be assessed at time of submittal

An inspection is required on Backflow Assembly(s) at time of installation. Assemblies are to be initially tested by the Monroe Water Dept. Assemblies are required to be tested annually thereafter.



FIRE SPRINKLER PERMIT



¹Aboveground Pneumatic Test/Dry Pipe Air Trip Test required for Dry Systems. Bucket Test required for 13D and 13R systems.

Snohomish County Multi-Jurisdictional

STATEMENT OF FIRE PROTECTION SYSTEM COMPLIANCE

The purpose of this form is to ensure that projects are properly functioning and ready for inspection at the time the inspection is scheduled. Compliance statements falsely or prematurely submitted may result in cancellation of the inspection and an automatic Reinspection fee or other financial penalties by the local jurisdiction.

INSTRUCTIONS: This compliance statement must be completed and submitted to the AHJ prior to scheduling acceptance testing.

In accordance with 901.2.1 of the International Fire Code, I hereby affirm the following, indicated by my initials and signature:

INITIAL ALL STATEMENTS:

- _____ The fire protection system noted below has been properly and completely installed in accordance with approved plans.
- _____ Approved plans will be immediately available for review on site at the time of inspection.
- _____ Permits have been paid for and will be immediately available for review on site at the time of inspection.
- _____ The indicated fire protection system has been tested in accordance with the manufacturer's specifications and the appropriate installation standard.
- _____ Deviations from the design standards (check one):
 - _____ No deviations from design standards
 - _____ Deviations are as follows: (attach approval of deviations) _____

Type of System (limit one per permit number):

<u>Fire Sprinkler</u> Underground NFPA 13-D NFPA 13-R NFPA 13	<u>Fire Alarm</u> Household Commercial	<u>Other</u> Standpipe Hood Suppression Other _____
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INSTALLATION ADDRESS	CITY	PERMIT #
INSTALLING CONTRACTOR SIGNATURE	PRINTED NAME	LICENSE NUMBER*

PLEASE FAX THIS COMPLETED STATEMENT TO THE PROPER AUTHORITY HAVING JURISDICTION			
City of Arlington	360-403-9267	City of Marysville	360-659-1382
City of Brier	425-551-1261	City of Mill Creek	425-745-9650
Town of Darrington	360-436-0561	City of Monroe	360-794-0959
City of Edmonds	425-775-7721	City of Mountlake Terrace	425-551-1261
City of Everett	425-257-8139	City of Mukilteo	425-513-2764
City of Goldbar	360-793-8998	City of Snohomish	360-568-1375
City of Granite Falls	360-691-6734	City of Stanwood	360-629-6294
Town of Index	425-388-3670	City of Sultan	360-793-3344
City of Lake Stevens	425-334-6981	Town of Woodway	425-775-7721
City of Lynnwood	425-771-7977	Snohomish County	425-388-3670