

Fire Sprinkler System Submittal Requirements

The following requirements have been established for the submittal of plans, specifications for all fire protection systems (sprinklers) being installed. Submittals not conforming to these requirements will be returned as incomplete.

These requirements apply to all new systems and existing systems requiring re-calculations of the system because of changes to piping and valve system and the changing of (5) heads or more.

Systems shall be designed, installed and maintained in accordance with NFPA 13 and local codes.

Any questions contact Fire Marshal (651) 249-2804

Submittal requirements with fire system permit application and submittal docs:

1. Provide a PDF copy of plans and hydraulic calculations.
2. Provide equipment data sheets on all materials being used for installation of the system.
3. Drawings shall be legible, to scale and contain sprinkler components only.
4. Designer shall be licensed by State Fire Marshal's Office and or a PE/NICET 3
5. A floor plan shall be provided indicating zone locations
6. At completion of the project a set of as-built drawings shall be left with the owner/occupant.
7. Acceptance tests shall be completed before system is left in service.
8. Owner/Occupant shall provide monitoring service for water flow and tamper control valves.
9. Inspection cards shall be on job site at all times.
10. Installation contractor shall be licensed by State Fire Marshal's Office.



CITY OF MAPLEWOOD
Building Department
1830 County Road B East Maplewood, MN 55109
Phone (651)249-2300
www.MaplewoodMN.gov

Permit # _____

Fire System Permit Application

Date _____

PIN _____

Residential OR **Commercial** – Business Name _____

Fire Alarm Fire Suppression Fire Sprinkler

Work Description _____ VALUATION \$ _____

Site Address _____

Lot _____ Block _____

Addition or Tract _____

Property Owner _____ Phone _____

Address _____

Contractor/Applicant _____ Phone _____

Address _____ City _____ State _____ Zip _____

State License No. _____ E-Mail _____

Comments:

*****Separate permits required for electrical, mechanical, plumbing and building*****

The undersigned makes application for a permit to do building work as herein specified and agrees to do the work in accordance with all applicable code requirements.

Applicant Signature

Date

City approved by

Date

Applicant (Printed)

Sprinkler System Submittal Cover Sheet
(To be submitted with fire system permit application)

1. Protecting Property

Name _____
Address _____
Contact _____
Telephone _____

2. Installing/Service Company

Name _____
Address _____
Contact _____
Telephone _____
MN License _____ Local License _____

3. Monitoring Company

Name _____
Address _____
Contact _____
Telephone _____
MN License _____ Local License _____

System Designed To

NFPA 13 _____
NFPA 230 _____
Commodity Class _____
System Type _____
Hazard Group _____

**Contractors Final Inspection Check List
For
Fire Marshal's Final Inspection**

The items listed below shall be completed before a final inspection can be completed

1. All inspections cards shall be on-site
2. All rough-in inspections and final inspections shall be completed for the following:
 - a. All fire suppression systems (wet or dry systems)
 - b. All fire alarm systems
 - c. Any special fire suppression and alarm systems
 - d. Kitchen hood systems
3. The proper type of fire extinguishers are properly mounted, tagged and locations marked
4. Fire Department Key Box is mounted at 7ft from the ground to the bottom of the key box (**key box purchase information is obtained from the Fire Marshal**)
5. A master key is on-site and will be locked in key box by the Fire Marshal at the final inspection

Any questions contact Fire Marshal (651)-249-2804