

FIRE PROTECTION PERMIT APPLICATION

PROJECT INFORMATION

Project Address: _____

Check which applies: Alarm Sprinkler Kitchen Hood System Fire Pump Other

OWNER & APPLICANT INFORMATION

Building Occupant/Owner: _____ Phone: _____

Email: _____

Fire Protection Company: _____ Phone: _____

Address: _____ City: _____ State: _____ Zip: _____

Email: _____

Fire Alarm Certificate of Registration Number: _____ Exp: _____

Name: _____ Phone: _____

Fire Alarm Planning Superintendent Number: _____ Exp: _____

Name: _____ Phone: _____

Fire Sprinkler Certificate of Registration Number: _____ Exp: _____

Name: _____ Phone: _____

Responsible Managing Employee: _____ Exp: _____

Name: _____ Phone: _____

Fire Extinguisher Certificate of Registration Number: _____ Exp: _____

Name: _____ Phone: _____

Fire Extinguisher Type PL Licensee Number: _____ Exp: _____

Email: _____ Phone: _____

SUBMITTAL ITEMS AND IMPORTANT INFORMATION	PLEASE CHECK
Completed Application.	
2 copies of plans, 1 CD or USB, must show specs for devices and distance between each one	
Plan review and approval process is dependent on the completeness and correctness of the requirements for the project. Projects may require at least 10 business days. Each resubmittal of plans and specifications require a completely new review and approval process.	
Approved stamped plans are to be kept on site during work	
Code Compliance Requirements: International Fire Code 2015: State Law enforced: referenced codes: standards and other sources	
All approvals on this application will expire after 180 days of filing unless a permit is issued or a written request for extension is received.	

FIRE PROTECTION PPLICATION FEE SCHEDULE				
Description of Item	Unit	Fee	Quantity	Total
General Fee	Flat	\$10.00	1	\$10.00
Service Fee – Commercial	Flat	\$25.00		
Fire Sprinkler System or Fire Standpipe System Underground Main	Each	\$100.00		
Fire Sprinkler Riser	Each	\$50.00		
Back Flow Preventers	Each	\$25.00		
Standpipe Riser	Each	\$50.00		
Fire Pump	Each	\$100.00		
New Fire Sprinkler System	First 10,000 Sq. Ft.	\$100.00		
	Each Additional or portion thereof 10,000 Sq. Ft.	\$50.00	Sq. Ft.	
Alteration, Addition or Repair of existing Fire Sprinkler System	0-25 Sprinklers	\$25.00		
	Each Additional Sprinkler	\$2.50		
NFPA 13-D or NFPA 13-R System in single family dwelling less than 10,000 Sq Ft gross floor area, Complete system including underground riser	Each	\$25.00		
Kitchen Vent Hood Suppression System, New	Each w/1 Test	\$50.00		
Kitchen Vent Hood Suppression System, Existing	Each Repair - Test	\$25.00		
Fire Alarm Systems	0-10 Devices	\$50.00		
	11-25 Devices	\$75.00		
	26-200 Devices	\$100.00		
	201 Devices or more, Each	\$1.50		
Start Work without a Permit	Double Normal Fee	TBD		
Fees subject to change without notice. Official fee calculations at the time of issuance.			Grand Total:	

FEES

All fees due to the City of Richmond shall be paid in full before issuance of the permit. All returned checks will be assessed a returned check fee as applicable and a stop work order will be issued and remain in effect until such time a valid complete payment is received. "Credit card payments are assessed a 3% convenience fee. No refunds or credits, all transactions are final."

DISCLAIMER & SIGNATURE

I certify that I have read and examined all pages of this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The approval of this application does not presume to give authority to violate or cancel the provisions of any other state or local law regulating such work or the operation thereof. Falsification or errors in this application may result in immediate revocation of the approval/issuance and be subject to prosecution as allowed by law.

Applicant Signature

Date