



## **North Collier Fire Control and Rescue District Authority Having Jurisdiction (AHJ) Guidelines for Successful Review or Inspection**

<b>Article Number</b>	61G 17-01
<b>Effective Date</b>	June 9, 2017
<b>Subject</b>	Fire Alarm System Documents for Existing Buildings Required to Provide Compliance with Florida Administrative Code 61G15-32.008 (1)-(7)
<b>Objective</b>	Simplify and Clarify Submittal Process

### **BACKGROUND**

When modifications are required due to the scope of work of a Building Permit demanding fire alarm modifications that reach the threshold requiring 61G15 – 32.008 (Fire Alarm) Engineering Documents, the information required is often times difficult, if not next to impossible, to obtain in a timely manner to approve the Building Permit in an acceptable timeframe.

As 61G15 documents are tied to the respective Building Permit, and a rejection of these documents constitutes a rejection of that Building Permit, which may put undue hardship on concerned parties, the following reasonable approach is implemented to fulfill statutory requirements and enable the Building Permit to be moved toward approval.

### **POLICY/PROCEDURE**

A signed and sealed letter by the Engineer of Record shall be provided with the Building Permit requesting the 61G15 – 32.008 (Fire Alarm) Engineering Documents to be deferred from the Building Permit submittal to the separate Fire Alarm Permit submittal. The signed and sealed letter shall contain, at a minimum, the following information:

1. Indicate whether the Engineer of Record is to be retained or releasing the fire alarm contractor to secure their own Engineer for the purposes of 61G15 – 32.008 (Fire Alarm) Engineering Documents.
2. Acknowledge the 61G15 – 32.008 (Fire Alarm) Engineering Documents are to be sealed by retained Engineer and submitted with the separate fire alarm permit within outlined timeframe below and, once approved, are to be submitted to the associated Building Permit as a revision.
3. Acknowledge prior to any request for a TCO (Stocking and Training and/or Occupancy) or scheduling any Building or Fire Alarm Finals, for the purposes of obtaining CO or not, the required revisions shall be submitted for review.

Separate Fire Alarm Permit, associated documentation and Sealed 61G15 – 32.008 (Fire Alarm) Engineering Documents must be submitted within 45 calendar days of the Building Permit 61G15 – 32.008 being approved for deferral.

Failure to abide by the above timeline shall result in inspection holds on Building Permit until compliance and denial of any future requests .

A stipulation and CO Hold shall be added to the Building Permit for a revision to add approved deferred 61G15 – 32.008 (Fire Alarm) Engineering Documents.