



City of Ketchum Fire Department

FIRE ALARM INSTALLATION PERMIT APPLICATION Requirements Reference

Completed forms can be submitted via email to smartin@ketchumfire.org or by mail or hand delivery to Ketchum Fire Department: P.O. Box 966, 480 East Avenue North, Ketchum, ID 83340.

If you have questions, please contact the Fire Marshal for the Ketchum Fire Department at (208) 726-7805.

All applicable information outlined below must be received with an application prior to plan review.

FIRE ALARM SYSTEM DRAWINGS
<p>Submit two complete sets of fire alarm drawings (one set will be retained for Fire Department records and one set will be returned to the contractor) and one set in PDF format.</p> <ul style="list-style-type: none">• Scaled drawings; minimum 1/8" = 1 foot scale• All symbols utilized shall be indicated in a complete legend positioned on the drawings• Drawings shall include: all zones, notification circuits, auxiliary circuits, circuit designation and central station connect methods• Ceiling heights shown• Ceiling construction type shown• Ceiling slopes identified• Heating, lighting, obstructions noted
SPECIFICATION SHEET
<ul style="list-style-type: none">• Cut-sheets highlighted to identify the specific equipment to be installed• FACP and/or Annunciator (type, listing, method for preventing unauthorized use)• Detection or initiating device used in conjunction with a sprinkler head or shunt device• DACT, communicator devices (type, listing, location)• Batteries (type, voltage, ampere-hour rating)• Smoke detector (type, configuration, spacing)• Heat detector (type, configuration, spacing)• Shunt trip heat detector (type, rating, spacing)• Audible appliances (type, rating, power taps)• Visual appliance (type, coverage)• Protective covers (type, attenuation)• Water flow device (type, configuration)• Supervisory device (type, configuration)• Sequence of operation, matrix configuration• Class and style of initiating device circuits• Class and style of signaling line circuits• Class and style of notification appliance circuits
CALCULATIONS
<ul style="list-style-type: none">• Battery calculations• Wire size• Voltage drops

DOCUMENTATION	
<ul style="list-style-type: none"> • Supervising station name or remote station • Written copy of dispatch information that will be provided to the monitoring station: <ul style="list-style-type: none"> • Property Name, address, building/unit#, emergency contact numbers for the property • All emergency contact numbers for alarm notification to the Ketchum Fire Department shall be made through the Blaine County Dispatch Center (208) 578-3831. • Zone identification • Zone address verbiage • Alarm signals programmed to be transmitted (i.e., alarm trouble, supervisory, restore, etc.) • Measured or estimated ambient sound levels used <i>(Alarm signal devices shall produce a sound in the room that exceeds the Average Ambient Sound Level Table A-6-3.2 in the National Fire Alarm Code (NFPA Standard 72) by 15 decibels minimum or 5 decibels above a maximum sound lasting 60 seconds or greater. The fire alarm signal shall not exceed 20 decibels for any occupied area)</i> • Design parameters and values if Appendix B calculations were used • All deviations(s) from the adopted Code(s), Standard(s) and/or Amendment(s) requested by the building owner shall be submitted in writing and subject to approval. 	
PLANS ON SITE	
Stamped set of plans approved by the Ketchum Fire Department shall be always available on-site.	
INSPECTION REQUIREMENTS	
FINAL ACCEPTANCE TEST: At the stage when the contractor has completed and tested the entire alarm system and provided all the information as described above, and the building is structurally complete including painting and flooring, a final inspection and test of the alarm system may be scheduled with the Ketchum Fire Department. Minimum advance notice of 48 hours is required, and 72 hours is highly recommended.	
RECORD OF COMPLETION	
A record of completion that complies with NFPA 72 Section 10.18 and Figure 10.18.2.1.1 shall be prepared and submitted to the Ketchum Fire Department upon successful completion of final operational acceptance testing of the entire fire alarm system. <i>Failure to comply with the requirements of the fire code could result in additional fees. Falsification of a public document is punishable under the International Fire Code and local ordinances. This can include the following acts and/or omissions: failure to test system properly, failure to give all required information, failure of installer to sign form, etc. The penalty for such offense is a misdemeanor and is punishable with a maximum penalty of \$300 fine and/or six months in jail.</i>	
"AS BUILTS"	
At the time of final operational inspection and testing, submit "as built" drawings if any changes occurred from the original approved plans along with all certification papers to the Ketchum Fire Department.	
FEES	
Plan Check -	\$55.00/hr. (1 hour minimum)
Inspection/Testing -	\$55.00/hr. (1 hour minimum)
External Plan Review -	Rate as Charged by FPE