



# Palm Beach Gardens Fire Rescue COMMUNITY RISK REDUCTION DIVISION

## Fire Related Permit Requirements

For questions or concerns please call (561) 799-4318

### General Permitting Requirements

1. For new construction, "Site/Civil Plans" must be approved prior to the submission of any structural plans being reviewed.
2. Two sets of all permits (shop drawings) regardless of permit type must be submitted.
3. Two sets of all supporting documentation and/or manufacture specification sheets must accompany the submitted plans.

#### *Minimum requirements for specific permit types listed below:*

#### **1. New Construction / Build-Outs**

- a) List of the most current Building and NFPA codes used in developing the plans
- b) Business name and address on each page
- c) A Life Safety Plan "LSP" to include all the following:
  - 1) Type of occupancy
  - 2) Occupant load calculations
  - 3) Common paths of travel and distances to exits
  - 4) Corridor width
  - 5) Fire extinguisher location(s)
  - 6) Emergency lighting\*
  - 7) Illuminated exit signage\*
  - 8) (\*may be on the lighting/reflective ceiling plan or the LSP, but if on both they must be identical)
- d) If Mechanical Plans, for systems greater than 2000 CFM or 60,000 BTUs Supply side Duct Detectors are required with their respective test switches.
- e) If Mechanical Plans in a non-sprinklered/non-fire alarm building, the proper location of their respective test switches AND the location of each "Smoke" indicator
- f) If Electrical Plans, the panel schedule needs to indicate which breaker is for the emergency lighting and which breaker is for the Fire Alarm Control Panel "FACP" in an alarmed structure.
- g) If Lighting Plans, the location of all illuminated exit signs and emergency lighting must match that of the LSP.
- h) Any fire system related work shall require a sub-permit from the specific trade performing the work

#### **2. Fire Sprinkler Permit Requirements**

- a) Permit required if installation/alteration is > 5 heads
- b) List of the current NFPA code(s) used in developing the plans
- c) Business name and address on each page



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- d) 2 sets of shop drawings
- e) All manufacture product (cut) sheets
- f) Hangar details
- g) If > 49 heads, an Engineers stamp is required

#### 3. Fire Alarm Permit Requirements

- a) Permit required for all alterations and installation
- b) List of the current NFPA code(s) used in developing the plans
- c) Business name and address on each page
- d) 2 sets of shop drawings
- e) All manufacture product (cut) sheets
- f) If system is wireless then a map showing the primary and alternate(s) cell/radio towers should the primary fail
- g) If > \$5000 value, an Engineers stamp is required

#### 4. Fire Suppression Permit Requirements

##### a) *UL-300 (Kitchen Suppression Systems)*

- 1) Permit required for all installations and alteration
- 2) List of the current NFPA code(s) used in developing the plans
- 3) Business name and address on each page
- 4) 2 sets of shop drawing
- 5) Sequence of operations on the drawings
- 6) All manufacture product (cut) sheets

##### b) *FM-200 (Clean Rooms)*

- 1) Permit required for all installations and alteration
- 2) List of the current NFPA code(s) used in developing the plans
- 3) Business name and address on each page
- 4) 2 sets of shop drawings
- 5) Sequence of operations on all drawings
- 6) All manufacture product (cut) sheets

#### 5. Tent Permit Requirements

- a) Completion of the "Temporary Tent Requirements" form
- b) Sample of tent material
- c) Map of location showing the location of the tent

#### 6. Special Event Permit Requirements

- a) Completion of the "Special Event Permit Application"
- b) 2 copies of all supporting documentation
- c) Map of the event location



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- d) Tent permit for all commercially installed temporary tents

**7. Firework Permit Requirements**

- a) Completion of the specific "Fireworks Display Permit" application
- b) Evidence of financial responsibility of the property owner
- c) Evidence of financial responsibility of the operator
- d) Qualifications of all operators and assistants
- e) Clear driver license photo of each operator and assistant
- f) Letter from the Homeowners Associations "HOA" granting permission for the display if located in a development
- g) The quantity, a detailed inventory and manufacture product specifications of each firework to be shot off
- h) Map of the event location showing all stand-off distances, fall-out distances, audience location, roads and buildings within range of the display and the location of the vehicle used to store the fireworks
- i) 24/7 name and number of the event organizer
- j) 24/7 name and number for the display operator