

Fire Alarm System Submittal Requirements

Including guidelines for best practices

June 2016

The city may require additional information as needed. If you have any questions concerning your application, please contact Fire Review (425-452-4122 | www.firereview@bellevuewa.gov) or in person at the Development Services Center between 8 a.m. and 4 p.m., Monday through Friday (Wednesday, 10 to 4). Assistance for the hearing impaired: dial 711.

A complete fire alarm application will reduce the need to request resubmittals, delays in waiting for responses to clarifications or additional information all of which should reduce permit timelines.

Permit applications for fire alarm systems shall include the following:

1. Note on the face of the plans of the contractually responsible parties for monitoring the fire alarm system.
2. A narrative and an input/output matrix that supports the approved exiting plan for the building
3. Riser diagram (not required for existing systems)
4. Proposed "zone map" (non-addressable systems)
5. A floor plan that indicates the use of all rooms.
6. Locations of alarm-initiating and alarm indicating devices
7. Locations of alarm notification appliances, including candela rating for visible alarm notification appliances.
8. Design audibility levels for occupant notification
9. Location of fire alarm control unit, transponders and notification power supplies.
10. Annunciators
11. Power connection (Primary Circuit # and emergency power source)
12. Battery calculations
13. Conductor type and sizes
14. Voltage drop calculations
15. Manufacturers' data sheets indicating model numbers and listing information for equipment, devices and materials.
16. Details of ceiling height and construction
17. The interface of fire safety control functions.

Effective July 1, 2017:

All construction documents shall be reviewed by a NICET III certified person in fire alarms or a licensed professional engineer (PE) in Washington prior to being submitted for permitting.

The reviewing professional shall submit a stamped, signed, and dated letter indicating the system has been reviewed and meets or exceeds the design requirements of the State of Washington and the local jurisdiction. Reference: Washington Administrative Code (WAC) 51-54A Section 907.10.2