



## CITY OF BLACK DIAMOND

Community Development Dept.

24301 Roberts Drive / PO Box 599  
Black Diamond, WA 98010  
(360) 851-4500

# FIRE ALARM SUBMITTAL CHECKLIST

## ABOUT FIRE ALARM PERMITS:

Fire system permits are governed by the International Fire and Building Codes and must meet fire and life safety requirements. All applicable fees are paid at time of application and only complete applications will be accepted.

Fire system permits for the City of Black Diamond are reviewed by Mountain View Fire and Rescue.

## REVIEW PROCESS:

With properly submitted fire alarm construction documents, plan review goals are to have the plans reviewed and returned to the submitter within 2 weeks. In some cases, due to alarm system complexity, questions that come up during review, or work load may extend approval times.

If you have any questions regarding the requirements for the fire alarm system, please feel free to contact the Fire Marshall at Mountain View Fire & Rescue.

Fire Chief  
Mountain View Fire & Rescue - City of Black Diamond Fire  
Phone: 253-735-0284  
Email: [info@kcfd44.org](mailto:info@kcfd44.org)

## SUBMITTAL REQUIREMENTS

1. ☐ Completed, signed Fire Division Master Application form
2. ☐ Fire alarm drawings which meet NFPA 72 section 4.5 and appendix A-4.5.1.1 and IFC current edition Section 907.1.1 requirements.
  - a. Name of owner and occupant
  - b. Location, including street address
  - c. Device legend
  - d. Date
  - e. Floor identification
  - f. Point of Compass and graphic scale
  - g. All walls, doors, partitions (that extend to within 18 inches of the ceiling)
  - h. Room descriptions
  - i. Fire alarm device/component locations (i.e. pull station, detector, horn, etc.)
  - j. Location of the fire alarm primary power connection
  - k. Riser locations, number of risers, type and number of circuits in each riser

## Code References

Black Diamond Municipal Code  
2018 IRC  
2018 IBC

## Resources

Building Division  
Permit Center  
Permit Status

## Questions?

Permit Technician:  
360-851-4447

## Submittal

Email to:  
[permits@blackdiamondwa.gov](mailto:permits@blackdiamondwa.gov)

## City of Black Diamond

24031 Roberts Drive  
PO Box 599  
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[www.ci.blackdiamond.wa.us](http://www.ci.blackdiamond.wa.us)



**Fire Alarm Checklist**

- l. Type and number of fire alarm system devices/ components on each circuit on each floor or level
  - m. Conductor type and sizes
  - n. Drawings are to include control panel wiring diagrams
  - o. Remote annunciation devices and their location
  - p. Interfaces with other life safety equipment such as automatic door closure, HVAC controls, dampers, etc.
3. ☐ Construction documents to be submitted along with the fire alarm drawing must include:
- a. Battery calculations
  - b. Voltage drop calculations
  - c. Manufactures, model numbers and listing information for equipment, devices, and materials. This should include specifications that provide voltage required for operation and any UL listing information required to determine its appropriate usage.
4. ☐ Drawings must be developed by qualified individuals meeting NFPA 72 and Washington State requirements for experience and education in the field.
5. ☐ A copy of contractor's registration, by issuance
6. ☐ A City of Black Diamond Business License, if applicable
7. ☐ Application fee