

FIRE SPRINKLER SUBMITTAL CHECKLIST

Overview

Getting a permit requires review of many different documents, which are detailed in this checklist.

If you are unsure about any potentially applicable submittal items, please email PermitTech@Sammamish.us or submit for Project Guidance.

Code Reference

International Fire Code Adopted
SMC 16.05.130

International Residential Code
SMC 16.20.050

Online Resources

www.MyBuildingPermit.com
Applications & Forms

Questions?

Contact the Permit Center

ABOUT THE FIRE SPRINKLER SUBMITTAL CHECKLIST

A permit is required for a fire sprinkler system installation to ensure the system is installed correctly, meets local safety codes, and is properly inspected by qualified professionals.

This ultimately protects lives and property by guaranteeing the system functions effectively in case of a fire; this includes verifying the water supply, sprinkler head placement, and overall system design are compliant with regulations.

FEES

FEES APPLICABLE TO THIS PROJECT
Sprinkler Systems Technology Fee – 15%
See current fee schedule

ONLINE SUBMITTAL INSTRUCTIONS

- 1 Create an account on MyBuildingPermit.com.
- 2 Select “Apply For Permit”. Then select “Sammamish” as the jurisdiction.

- 3 Select the following:

<u>Application Type</u>	<u>Project Type</u>	<u>Activity Type</u>	<u>Scope of Work</u>
Fire	Any Project Type	See Below*	Fire Sprinkler Systems

- 4 Complete & save this form before uploading it in the “File Upload” section along with the required submittal documents.

* Please select addition, alteration, or new depending on the project.

SUBMITTAL CHECKLIST: FIRE SPRINKLER

REQUIRED SUBMITTAL ITEMS

- Signed Fire Services Permit Application Form
- Acceptance of Financial Responsibility - Affidavit of Applicant Status
- Fire Sprinkler Equipment
- Specification Sheets
- Fire Sprinkler Plan

REQUIRED SUPPLEMENTAL INFORMATION

Tenant Improvement

Number of Devices: _____

13 New System

Number of Devices: _____

13 D System

Number of Devices: _____