

FIRE SUPPRESSION PERMIT REQUIREMENTS

Reedy Creek Improvement District (The District) has two options for Fire Suppression permitting. Following is a breakdown of those two options:

FIRE SUPPRESSION CONSTRUCTION PERMITTING (FS Permits)

This includes the installation of new or alteration of existing sprinkler systems; and/or replacement of 50 or more fire sprinkler heads, or valuation over \$50,000 regardless of the number of head replacements. Permit application and requirements have not changed. Permit submittals with required documentation will continue to be applied in the same manner electronically via the on-line permitting system, Accela Citizen Access (ACA). This includes:

- Permit application signed and notarized by the contractor/owner
- Copy of the contract
- Hydraulic calculations
- Product data cut sheets
- Electronic drawings (digitally signed and sealed plans required for 50 or more sprinkler heads, or valuation over \$50,000)

Fire Suppression permits will continue to require a plan review and issuance of the permit, followed by the required inspections by both the Building & Safety Department **and** the Fire Prevention Department. Inspections may include some or all of the following:

Building & Safety Inspections

700 Underground Rough-In
710 Aboveground Rough-In
740 Fire Stopping – Penetrations
750 Insulation
780 Building Department Fire Final

Fire Prevention Inspections

705 Underground Rough-In – Fire
715 Aboveground Rough-In – Fire
745 Fire Stopping – Penetrations – Fire
755 Insulation – Fire
770 Fire Prevention Acceptance/Final

FIRE SPRINKLER HEAD REPLACEMENT PERMITTING (HR Permits)

This includes replacement of 49 or less fire sprinkler heads only. Permit application and requirements are slightly different from a Fire Suppression Construction Permit listed above. Permit application is required via ACA, but the permit type is called **Fire/Facility Construction/Head Replacement**. This new permit type does not include a plan review nor an in-person issuance of the permit. Permit application submittal requirements include the following:

- Permit application signed and notarized by the contractor/owner
- Copy of the contract
- Product data cut sheets
- Head replacement information: type, temperature, make and size of existing head and replacement head

No digitally signed and sealed plans are required for Head Replacements of 49 or less. Plan review will be conducted at time of inspection. Once applied, an email will be sent to the applicant indicating that the permit is ready for inspections. Applicant must then schedule the only required inspection on this permit type, either online via ACA or via telephone through the automated Interactive Voice Response system (IVR) at (407) 828-4466:

- 770 Fire Prevention Acceptance/Final

The new permit type will follow all other permitting requirements for Fees, Time Limit and Expired Permits.