



**FIRE SUPPRESSION PERMIT APPLICATION**  
COMMUNITY DEVELOPMENT DEPARTMENT

Revised 05/21/10

45175 W Ten Mile Rd  
Novi, Michigan 48375

|             |                              |
|-------------|------------------------------|
| AUTHORITY:  | P.A. 230 OF 1972, AS AMENDED |
| COMPLETION: | MANDATORY TO OBTAIN PERMIT   |
| PENALTY:    | PERMIT CAN NOT BE ISSUED     |

Main Line (248) 347-0415 Fax (248) 735-5600 Fire Suppression Inspection Line(248) 735-5685

**I. JOB LOCATION**

|   |  |   |      |            |                   |
|---|--|---|------|------------|-------------------|
| Project Name  |  | Has Building permit been obtained for this project?<br><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Required |      | Owner Name |                   |
| Street Address & Job Location (Street No. and Name) |  |   | City | Zip Code   | County<br>Oakland |
| Suite Number  |  |   |      |            |                   |

**II. CONTRACTOR/HOMEOWNER INFORMATION**

|   |      |                        |  |  |                   |
|---|------|------------------------|--|--|-------------------|
| <input type="checkbox"/> Contractor<br><input type="checkbox"/> Homeowner | Name | State Perm I.D. Number |  | Expiration Date                                      |                   |
| Address (Street No. and Name)   |      |                        | Email Address                                  |  | Cell Phone Number |
| City  |      | State                  | Zip Code                                       | Mechanical Contractor License                        | Expiration Date   |
| Telephone Number  |      | Fax Number             |  | Federal Employer ID Number (or reason for exemption) |                   |
| Workers Compensation Insurance Carrier (or reason for exemption)          |      |                        | MESC Employer Number (or reason for exemption) |  |                   |

**III. TYPE OF JOB**

|  |                                     |   |  |
|--|-------------------------------------|---|--|
| <input type="checkbox"/> Single Family | <input type="checkbox"/> New        | <input type="checkbox"/> Special Inspection | <input type="checkbox"/> Premanufactured Home Setup (State Approved) |
| <input type="checkbox"/> Other         | <input type="checkbox"/> Alteration | <input type="checkbox"/> Fire Suppression   | <input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)   |

**IV. PLAN REVIEW REQUIRED**

**\*\*Plan review required for all fire suppression permits. Plans must be submitted with the application for plan examination.\*\***

**V. APPLICANT SIGNATURE**

|  |      |
|--|------|
| Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines. |      |
| Signature of Licensee or Homeowner ( <u>Homeowner's signature indicates compliance with Section VI Homeowner Affidavit</u> )   | Date |

**VI. HOMEOWNER AFFIDAVIT**

I hereby certify the mechanical work described on this permit application shall be installed **by myself in my own home** in which I am living or about to occupy. All work shall be installed in accordance with the Mechanical Code and **shall not be enclosed, covered up**, or put into operation until it has been **inspected** and **approved** by the Mechanical Inspector. I will cooperate with the Mechanical Inspector and assume the responsibility to arrange for necessary inspections.

**NEW BUILDING FIRE SUPPRESSION PLANS MUST FIRST BE SUBMITTED TO FIREDYNE ENGINEERING OR FIRE SAFETY CONSULTANTS, INC.**

The signed and sealed fire alarm plans are reviewed by Firedyne Engineering, P.C. or Fire Safety Consultants - to be approved by Novi Building Department Mechanical Division.

The plans submitted are for the following review:

- FIRE SPRINKLER PLANS** - Signed and Sealed
- SPECIAL SUPPRESSION SYSTEMS**  
Wet chemical fire extinguishing systems, dry chemical fire extinguishing systems, foam fire extinguishing systems, carbon dioxide fire extinguishing systems, Halon fire extinguishing systems and Clean agent fire extinguishing systems
- LIMITED AREA SPRINKLER SYSTEMS** (domestic water supply)
- MODIFIED FIRE SPRINKLER PLANS** - 20 heads or less or as determined by the Mechanical Division  
Must be drawn by person with a NICET III certification or plans shall be signed and sealed by a registered design professional.

### **SPECIFICATIONS FOR PLAN SUBMITTAL:**

- Four (4) sets of plans are to be submitted for review
- When a plan requires a P.E. stamp (Professional Engineer), all plans and supporting documents shall bear that seal
- Fire Protection Systems must be designed and installed in accordance with Chapter 9 of the 2006 edition of the Michigan Building Code, the applicable referenced standard(s) and local requirements
- Fire Protection System shop drawings must include plans, details, calculations (e.g., hydraulic calculations, battery calculations) and current manufacturer's catalog cut sheets for all components.
- When a plan is designed by a N.I.C.E.T. (National Institute for Certification in Engineering Technologies) certified individual, a signed certification letter shall accompany each set of plans referencing the specific construction documents.
- Limited area fire sprinkler systems connected to a separate fire system water supply shall follow the below criteria (for automatic fire suppression systems).
- Limited area fire sprinkler systems connected to the domestic water supply shall be reviewed and inspected by the Mechanical Inspector.
- A "Deferred Submittal Letter" from the Design Professional in Responsible Charge must be included with all plan submittals***

### **AUTOMATIC SPRINKLER SYSTEMS**

#### **New Systems or Alterations & Additions to Existing Systems**

- Systems designed by a N.I.C.E.T. Level III (or above) Certified Individual **OR** plans shall be signed and sealed by a Professional Engineer
- Four (4) sets of plans are to be submitted to Firedyne Engineering, PC for review
- Three (3) sets of Firedyne approved plans are submitted to the Building Department for review and approval by the Mechanical Inspector
- A "Deferred Submittal Letter" from the Design Professional in Responsible Charge must be included with all plan submittals***
- Field inspections and Acceptance Tests will be performed by the Fire Department

#### **Minor Alterations of Existing Systems (20 heads or less or as determined by the Mechanical Division)**

- Three (3) sets of plans are submitted to the Building Department to be reviewed and approved by the Mechanical Division
- Field inspections by the Fire Department
- The applicant must also provide verification that the equivalent lengths of the piping being modified are not greater than the equivalent lengths of existing system.
- A "Deferred Submittal Letter" from the Design Professional in Responsible Charge must be included with all plan submittals***

#### **Special Sprinkler Systems**

Wet chemical, Halon, dry chemical, carbon dioxide systems, foam, and Clean Agent Fire Extinguishing Systems. These are specialized fire suppression systems installed in commercials kitchen hoods, gas station canopies, industrial testing rooms and other installations.

#### **Special Suppression Systems**

- Plans are submitted to Firedyne Engineering, PC or Fire Safety Consultants
- Plans are stamped as recommended for approval
- Plans are submitted to the Building Department for review and approval by the Mechanical Division
- A "Deferred Submittal Letter" from the Design Professional in Responsible Charge must be included with all plan submittals***
- Field inspections and Acceptance Tests will be performed by the Fire Department

**VII. Fee Chart** - Enter the number of items being installed, multiply by the unit price for total fee.

|  | <b>FEE</b>             | <b># ITEMS</b> | <b>TOTAL</b>   |
|--|------------------------|----------------|----------------|
| 1. Application Fee ( <b>non-refundable</b> )     | \$30.00                | <b>1</b>       | <b>\$30.00</b> |
| 2. Fire suppression/protection - minimum \$20.00 | \$0.75 per head        |                |                |
| 3. Flushing of Pipe Inspection                   | \$40.00                |                |                |
| 4. Rough Inspection                              | \$40.00                |                |                |
| 5. Hydro Inspection                              | \$40.00                |                |                |
| 6. Final Inspection                              | \$30.00                | <b>1</b>       | <b>\$30.00</b> |
| 7. Hood / Duct Systems - minimum \$15.00 for 1   | \$5.00 each additional |                |                |
| 8. Special/Safety Inspection/Hood system         | \$45.00                |                |                |
| 9. Additional Inspection                         | \$40.00                |                |                |
| 10. Certification Fee                            | \$10.00                |                |                |
| 11. Plan Review Fee ( In House Reviews Only)     | \$200                  |                |                |
| 12. Additional Plan Review Fee (In House)        | \$100                  |                |                |

TOTAL FEES

**MAKE CHECKS PAYABLE TO CITY OF NOVI**

**INSTRUCTIONS FOR COMPLETING APPLICATION**

GENERAL: Mechanical work shall not be started until the application for permit has been approved and issued by the City of Novi. All installations shall be in conformance with the State Mechanical Code. **No work shall be concealed until it has been inspected.** The telephone number for inspection requests will be provided on the permit form. When ready for an inspection, call the number provided 24 hours in advance no later than 3:30 pm. You will need the **job location and permit number** in requesting an inspection. Any questions regarding fire suppression permits and inspections can be directed to the Inspector between 8-9 am and 4-5 pm.

EXPIRATION OF PERMIT: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work. **A PERMIT WILL BE CANCELLED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CANCELLED PERMITS CANNOT BE REFUNDED OR REINSTATED.**

**Third Party Plan Review Consultants**

**Firedyne Engineering, P.C.**

18222 Cork Road  
 Tinley Park, IL 60477  
 Phone # (708) 633-8140  
 Fax # (708) 633-1569  
 email: firedyne@comcast.net

**Fire Safety Consultants, Inc.**

23650 Woodward Ave. Suite 200  
 Pleasant Ridge, MI 48069  
 Phone# (248) 545-3330  
 email: tkulesza@firesafetyfsci.com