



# Fire Alarm/Detection System

## Plan Submittal Checklist



### Title Block Information

- Owner name
- Occupant name
- Approved street address
- Name, address, telephone number, fax number and e-mail address of fire alarm installation contractor
- Signature/Seal that a qualified person holding either a NICET Level III/IV certification in fire alarm systems or a licensed State of Colorado Professional Engineer
- Point of compass on each page
- Scale and graphical representation
- A detailed explanation of the scope of work
- Type of alarm system (zoned, addressable, intelligent)
- Name, address, and type of (central, remote, propriety) of monitoring agency

### Building Information

- Ceiling height and construction detail
- Building construction type
- Occupancy classification(s) of each area/room
- Building elevations

### System Information

- Device Legend to include: Make, model, temperature rating (if applicable), candela rating (if applicable)
- Wire Legend to include: Wire type and size
- Complete riser detail
- Addressable fire alarm systems plans shall provide a detailed list of all address used for each alarm device. This information shall be provided in a manner so as to display the device identification number, type of device, location of the device and the location description of the device as it will be displayed on the fire alarm control panel (FACP)
- A zoned fire alarm system shall include the zone identification of each zone to be displayed at the fire alarm control panel (FACP)
- Power connection
- Battery calculations
- Voltage drop calculations
- Interface of all fire safety functions
- Intended areas of coverage
- Sequence of operation shall be provided in a matrix format



# Fire Alarm/Detection System

## Plan Submittal Checklist



### Plan Information

- Floor plan indicating use of all rooms
- Location of fire alarm control panel (FACP) and remote annunciator
- Location of the fire sprinkler systems fire department connection including horn/strobe unit
- Location and details of all tamper switches, control relays and etc.
- Location of all elevators and elevator equipment rooms
- Location of all duct detectors (and remote test switch is required)
- Locations of partitions, fire wall and/or area separation walls and rating classifications
- The location of all electromagnetic door holders and associated smoke detectors shall be indicated. The ceiling elevations on either side of these doors shall also be provided
- The location of all initiation devices shall be indicated. Include point-to-point wiring and the circuit number between devices.
- All candela ratings shall be indicated on the plans next to the device
- Sufficient information shall be provided when submitting system additions so as to ensure that the existing system will adequately support the increased demand

**Manufacture data sheets shall be provided  
will all fire alarm plan submittals**

**NOTE: THE NFPA 72, FIRE ALARM SYSTEM – RECORD OF COMPLETION  
SHALL BE COMPLETED, SIGNED AND PROVIDED TO THE FIRE  
INSPECTOR DURING THE FINAL FIRE ALARM INSPECTION.**

*You may obtain a copy of this form from the Falcon Fire Department website.*