



CITY OF MOORE OFFICE OF THE FIRE MARSHAL

INFORMATION REQUIRED FOR FIRE ALARM PLAN REVIEW

Submittal documents:

- A Plan Review Application must be completed for every submittal. **All items must be filled in completely and accurately or plans will not be accepted.**
- *8 devices or less (no plans required) A scope of work must be provided with the Fire Alarm Application.
- Provide a key plan indicating the area of work being performed as needed. (i.e. Plans on multiple sheets)
- Provide a detailed description of the scope of the work being performed.
- Provide the state issued company license number on all drawings.
All fire alarm drawings must be developed by or under the direct supervision of an Oklahoma Licensed Fire Alarm Manager. (Oklahoma Alarm Industry Act, Statue title 59 section 1800.1 310:205-3-2)

Size and number of drawings:

- A minimum of **two** sets of paper drawings. (One for Fire Marshal's Office / One for Job Site)
- **Two** sets of specifications. **One** set of specifications shall be submitted on CD in PDF format.
- An additional set of drawings shall be submitted on a CD in PDF format.
- All plans shall be drawn to scale and the preferred scale utilized shall be a minimum of 1/8 inch equals 1 foot.
- **An approved stamped set of plans and specifications must remain on the job site until final inspection is performed by the Fire Marshal's office. All drawings must be readily available for inspection.**

Shop Drawings:

All shop drawings should include the following information:

1. Name of owner and occupant
2. Location, including street address
3. Device legend
4. Date
5. Oklahoma alarm license number
6. If tying into an existing system, any information pertaining to existing fire alarm systems.
 - Floor plan drawings
 - Riser diagrams (except for systems in single-story buildings)
 - Control panel wiring diagrams
 - Point-to-point wiring diagrams
 - Typical wiring diagrams as described below

- A scope of work for the project.

Floor plan drawings should be drawn to an indicated scale and should include the following information:

1. Floor identification
2. Point of compass
3. Graphic scale
4. All walls and doors
5. All partitions extending to within 0.5 m (18 inches) of the ceiling
6. Room descriptions
7. Fire alarm device/component locations
8. Locations of fire alarm primary power connection(s)
9. Locations of monitor/control interfaces to other systems or building controls
10. Riser locations
11. Point to point wiring diagrams and end of line devices
12. Battery calculations illustrating standby power and notification appliance circuit voltage drop calculations.

Fire alarm system riser diagrams should include the following information:

1. General arrangement of the system, in building cross-section
2. Number of risers
3. Type and number of circuits in each riser
4. Type and number of fire alarm system components/devices on each circuit, on each floor or level

Control panel wiring diagrams should be provided for all control equipment (i.e., equipment listed as either a control unit or control unit accessory), power supplies, battery chargers, and annunciators and should include the following information:

1. Identification of the control equipment depicted
2. Location(s) (fire alarm or remote annunciators should be located within ten feet of the main fire department access.)
3. All field wiring terminals and terminal identifications
4. All circuits connected to field wiring terminals, and circuit identifications
5. All indicators and manual controls, including the full text of all labels
6. All field connections to supervising station signaling equipment, releasing equipment, and fire safety control interfaces

Approval of shop drawings is not intended to imply waiver or modification of any requirements of the State Laws or Rules, International Fire Code, the NFPA 72 Code or any other applicable criteria.

It is important to remember that no work shall begin until an approved set of plans and a fire alarm permit are on the site at the facility.

Any changes, modifications, addendums, and/or supplemental instructions to the approved set of plans after date of approval will require an approval through the Fire Marshals Office.