



Plan Submittal Checklist Plans submittal requires the following information. This check list is provided as a submittal aid only and is not intended to cover every code requirement.

Drawing shall include as a minimum:

Title block including the following:

- Permit Number (if known – when assigned)
- Project Name
- Project Address
- Contractor Name, Address and License Number
- Drawn by Scale
- Date North Arrow Legend
- Floor plans drawn to a common scale
- At least one reference dimension for scale verification (This is necessary for measuring circuit-run lengths on drawings on reproduced drawings).

Place the following applicable notes on plans to identify:

- “Authority Having Jurisdiction”
- “Design-in-accordance-with code and code date”
- “Initiating circuit wiring shall be CLASS “A” using physical conductors installed with the outgoing and return conductors separated by a minimum of 6 feet”
- “DUCT detectors to sound a supervisory signal only”
- “Primary power to be 110-volt dedicated circuit.”

Provide a separate sheet or drawing showing:

- Circuit-wiring (not conduit) diagrams for both the initiation and annunciation circuits
- Multiple circuit paths on the same wire run are not acceptable.
- Additional drawings may be required for systems such as some control fire-fighter phones, or speakers for evacuation.
- Simple site map inset showing building site in relation to relevant street(s) and indicates the main entrance

Provide sequences of operations on drawings.

- Systems designer shall provide seal and signature.
- Drawing size shall be no more than 36 inches high and no width restrictions
- Plans shall be drawn to scale on clean floor plans that identify the use of each room. (Electrical or other busy architectural plans will not be submitted.)
- Circuit wiring from device-to-device shall be drawn on the plans including end-of-line-resistors where are required.

If addressable or analog system, show device address numbers on plans.

If conventional system, provide zoning legend.

Specification submittals shall include:

- Brief descriptions of the system design, operation, and reset functions.
- Wire specifications.
- Type of primary and secondary power.
- When indicating the equipment used in the specifications book, use arrow to identify the model or part.

List of materials and quantities:

- Manufacturer's product information sheets (Technical Bulletins) that include design parameter's and power requirements;
- Riser Diagram (COMPLETE RISER DIAGRAM);
- Battery size calculations and battery discharge curves; Voltage drop calculations;
- Address device list with detailed message (e.g., corridor smoke outside room 205; water flow 1st floor)

The submittal must contain:

- One submittal specification manual or detail specifications
- Copy of state license

The submittal book/drawing should contain:

- System design description with sequence of operations.
- Manufacturer's product Information sheets marked in ink?
- Battery-size calculations with input value derivations?
- Voltage-drop calculations with input value valuations and wire resistances.
- Wire specifications Riser diagram (COMPLETE RISER DIAGRAM)
- List of materials Addressable device list/zone legend Type of primary and secondary power