

City of Deltona Fire Department
Fire Inspection/ Safety Division
Ph: H (386)878-8655 / Fax (386) 878-8651



Plans / Systems Submittal Checklist

The following items must be submitted with construction documents for plans to be accepted for review by the Deltona Fire Department and a permit to be issued. Submitted plans that are Incomplete or missing documentation will not be accepted for review. **TWO (2) COMPLETE SETS OF PLANS, DRAWINGS, SPECIFICATIONS, ETC., NEED TO BE SUBMITTED FOR REVIEW.** A pre-construction meeting may be required with the general contractor(s) and all subcontractors, prior to the building permit being issued. Any questions should be directed to **Leigh Grosvenor, Fire Safety Manager at (386) 878-8655.**

PROJECT NAME: _____

BUILDING CONSTRUCTION / INTERIOR RENOVATIONS

- Approved Site Plan (New Buildings / Complexes)
- Engineer of Record / Name / Address / Contact Information *(including Email, if applicable)*
- Fire Sprinkler Engineer / Contractor / Name / Address / Contact Information *(including Email, if applicable)*
- Fire Alarm Engineer / Contractor / Name / Address / Contact Information *(including Email, if applicable)*
- Copies of Proper Certification / Licenses for Scope of Work to Be Performed
- Engineer Sealed Documents
- Scaled Drawings
- Building Information / Type of Construction / Type of Occupancy / Means of Egress / Occupant Load Calculations / Life Safety Plan
- Index / Design Criteria for **ALL** Required Fire Protection Systems

FIRE SPRINKLER / STANDPIPE / FIRE PUMP SYSTEMS (Separate Permit(s) Required)

- Engineer / Contractor Name / Address / Contact Numbers *(including Email if applicable)*
- Copies of Proper Certification / Licenses for Scope of Work to Be Performed
- Engineer Sealed Documents *(50 or more sprinkler heads)* / Shop drawings if EOR Design Criteria is submitted with Building Document submittal
- Building Information / Type of Construction / Type of Occupancy
- Sprinkler / Hydraulic Calculations
- Scaled Drawings
- Two (2) Copies of Material / Component Specifications

FIRE ALARM SYSTEMS (Separate Permit Required)

- [] Engineer / Contractor / Name / Address / Contact Numbers (including Email, if applicable)
- [] Copies of Proper Certification / Licenses for Scope of Work to Be Performed
- [] Engineer Sealed Documents (Systems costing more than \$5,000)
- [] Two (2) Copies of Material / Component Specifications
- [] Battery Calculations
- [] Scaled Drawings
- [] Building Information / Type of Construction / Type of Occupancy
- [] (If applicable) Method of Communication to Monitoring Station

FIRE SUPPRESSION / COOKING HOODS / PAINT SPRAY BOOTHS (Separate Permit(s) Required)

- [] Engineer / Contractor / Name / Address / Contact Numbers (including Email, if applicable)
- [] Copies of Proper Certification / Licenses for scope of work
- [] Two (2) Copies of Material / Component Specifications
- [] Isometric (3 Dimensional) plans / drawings of hood / duct / equipment being protected.

MECHANICAL / COOKING HOODS (Separate Permit Required)

- [] Engineer / Contractor / Name / Address / Contact Numbers (including Email, if applicable)
- [] Copies of Proper Certification / Licenses for Scope of Work to Be Performed
- [] Engineer Sealed Documents
- [] Specifications for Hood / Duct / Fans, etc. / UL Listing (if applicable or utilized)
- [] Two (2) Copies of Material / Component Specifications

SMOKE EVACUATION SYSTEMS (Separate Permit if not included in Bldg. Plans)

- [] Engineer / Contractor / Name address / Contact Numbers (including Email, if applicable)
- [] Copies of Proper Certification / Licenses for Scope of work
- [] Engineer Sealed Documents
- [] Two (2) Copies of Material / Component Specifications

ABOVEGROUND / UNDERGROUND FUEL / LP TANKS (Separate Permit Required)

- [] Engineer / Contractor / Name / Address / Contact Numbers (including Email, if applicable)
- [] Copies of Proper Certification / Licenses for Scope of Work
- [] Engineered Sealed Documents
- [] Two (2) Copies of Materials / Component Specifications / Tank UL Listings, etc.
- [] Type(s) of Fuel / Size of Tank(s) / Component Details

MISCELLANEOUS (Separate Permit Required)

- [] Tents (Site Plan / Zoning Approval / Size of Tent / Certification of Flammability / Contact Information (including Email, if applicable)