

# FIRE CODE PERMIT APPLICATION

## OBERLIN FIRE DEPARTMENT

PERMIT # \_\_\_\_\_

### FIRE PREVENTION BUREAU

430 S. Main, Oberlin OH 44074

Initial application

Renewal

Amended

BUSINESS or APPLICANT NAME: \_\_\_\_\_

PREMISE LOCATION: \_\_\_\_\_

Number/Street

Building Designation

Space or Suite

City

Zip

BUSINESS

BUSINESS PHONE \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

(if different from above)

Number/Street

Space/Suite

City

State

Zip

BUSINESS OWNER: \_\_\_\_\_

PHONE \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

Number/Street

Space/Suite

City

State

Zip

APPLICANT: \_\_\_\_\_

PHONE \_\_\_\_\_

(if different from above)

MAILING ADDRESS: \_\_\_\_\_

Number/Street

Space/Suite

City

State

Zip

EMERGENCY CONTACT NAME: \_\_\_\_\_

EMERGENCY CONTACT PHONE NUMBER: DAYTIME #: (\_\_\_\_) \_\_\_\_\_ AFTER HOURS #: (\_\_\_\_) \_\_\_\_\_

**APPLICATION IS HEREBY MADE FOR A PERMIT TO DO THE FOLLOWING:** 1) Provide description & details. Attach additional sheets if needed. 2) Check boxes on reverse.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

EVENT DATE(S): FROM: \_\_\_\_\_ TO: \_\_\_\_\_

**BID FOR MATERIALS & LABOR:** \_\_\_\_\_

(To be provided by applicant for fire alarm/sprinkler/suppression systems)

VALUATION BASED PERMIT FEES: \$ \_\_\_\_\_

PLAN REVIEW FEES \$ \_\_\_\_\_

(Construction permits)

FIRE CODE PERMIT FEES: \$ \_\_\_\_\_

(operational permits)

INSPECTION FEES: \$ \_\_\_\_\_

(operational permits)

FIREWORKS PERMIT FEE: \$ \_\_\_\_\_

TOTAL FEES: \$ \_\_\_\_\_

Payment Rec'd \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

**FIRE APPROVAL REQUIRED**

**BUILDING APPROVAL** (required if checked)

CORRECTIONS REQUIRED \_\_\_\_\_

CORRECTIONS REQUIRED \_\_\_\_\_

CORRECTIONS REQUIRED \_\_\_\_\_

CORRECTIONS REQUIRED \_\_\_\_\_

APPROVED AS REVISED \_\_\_\_\_

APPROVED AS REVISED \_\_\_\_\_

FIRE APPROVED \_\_\_\_\_

BUILDING APPROVED \_\_\_\_\_

**FOR OFFICE USE ONLY**  
Date Received - OFD

Permit #: \_\_\_\_\_



**Please use this checklist to aid in preparing a complete application package. Most permit processing delays are the result of incomplete or inadequate permit submittal information. This checklist has been developed in an effort to expedite the application review process. Please check off each line as you identify that your submittal contains the required information, place N/A on lines that do not apply to your specific project, then submit the checklist with your application.**

- | Office | Applicant | <b>Basic Requirements, all applications</b>   |
|--------|-----------|---|
| 1      | _____     | Completed fire code permit application, including all information   |
| 2      | _____     | 2 copies Material Safety Data Sheets, if applicable.  |
| 3      | _____     | 2 copies Hazardous Materials Management Plan, if applicable.  |
| 4      | _____     | List and quantities of hazardous or toxic materials proposed to be used or stored, if applicable.   |
| 5      | _____     | List and quantities of flammable and combustible liquids or solids to be used or stored, if applicable.   |
| 6      | _____     | List and quantities of compressed or flammable gases to be used or stored, if applicable.   |
| 7      | _____     | List and quantities of liquefied petroleum gases and equipment, if applicable.  |
| 8      | _____     | List and quantities of organic peroxides; oxidizers; pyrophoric materials; pyroxylin (cellulose nitrate) plastics; or unstable (reactive) materials, if applicable.   |
|        |           | <b>Plans: (3 sets required)</b> Verify that all of the following are provided:  |
| 9      | _____     | Scaled site plan showing general area, roads and widths, buildings with dimensions, parking, property lines   |
| 10     | _____     | Floor plan(s) (indicate use of all rooms), including dimensions, exits, stock and storage, seating capacity, arrangement of seating and location and type of heating and electrical equipment   |
| 11     | _____     | Vicinity map  |
| 12     | _____     | Location of materials, gases, solids etc., listed above   |
| 13     | _____     | <b>Certificate of Flame Resistance (Tents only)</b>   |
|        |           | <b>Additional Requirements - Fire Alarm Systems - Plans shall include the following:</b>  |
| 14     | _____     | Locations of alarm-initiating and notification appliances   |
| 15     | _____     | Alarm control and trouble signaling equipment   |
| 16     | _____     | Annunciation  |
| 17     | _____     | Power connection  |
| 18     | _____     | Battery calculations  |
| 19     | _____     | Conductor type and sizes  |
| 20     | _____     | Voltage drop calculations   |
| 21     | _____     | Manufacturers, model numbers and listing information for equipment, devices and materials   |
| 22     | _____     | Details of ceiling height and construction  |
| 23     | _____     | The interface of fire safety control functions  |
|        |           | <b>Additional Requirements - High-Piled Combustible Storage - Plans shall include the following:</b>  |
| 24     | _____     | Floor plan of the building showing locations and dimensions of high-piled storage areas.  |
| 25     | _____     | Usable storage height for each storage area.  |
| 26     | _____     | Number of tiers within each rack, if applicable.  |
| 27     | _____     | Commodity clearance between top of storage and the sprinkler deflector for each storage arrangement.  |
| 28     | _____     | Aisle dimensions between each storage array.  |
| 29     | _____     | Maximum pile volume for each storage array.   |
| 30     | _____     | Location and classification of commodities in accordance with Section 2303.   |
| 31     | _____     | Location of commodities which are banded or encapsulated.   |
| 32     | _____     | Location of required fire department access doors.  |
| 33     | _____     | Type of fire suppression and fire detection systems.  |
| 34     | _____     | Location of valves controlling the water supply of ceiling and in-rack sprinklers.  |
| 35     | _____     | Type, location and specifications of smoke removal and curtain board systems.   |
| 36     | _____     | Dimension and location of transverse and longitudinal flue spaces.  |
|        |           | Additional information regarding required design features, commodities, storage arrangement and fire protection features within the high-piled storage area shall be provided at the time of permit, when required by the fire code official. |
|        |           | <b>Additional Requirements - Fireworks</b>  |
| 37     | _____     | Ohio Fireworks Display Application  |
| 38     | _____     | Marine Event Permit for displays, if applicable   |
| 39     | _____     | Pyrotechnic Operators license, for displays   |
| 40     | _____     | Ohio State Fireworks License  |
| 41     | _____     | Certificate of Liability Insurance  |
| 42     | _____     | Stand or Tent Diagram or Plan   |
| 43     | _____     | Lease agreement with property owner, if applicable  |
| 44     | _____     | <b>Certificate of Flame Resistance (Tents only)</b>   |