

# FIRE CODE PERMIT APPLICATION

## APPLICATION # \_\_\_\_\_

**KITSAP COUNTY**  
**FIRE MARSHAL'S OFFICE**

ASSESSOR'S ACCT. #: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

PREMISE LOCATION: \_\_\_\_\_  
Number/Street Building Designation Space or Suite City Zip

BUSINESS MAILING ADDRESS: \_\_\_\_\_ BUSINESS PHONE \_\_\_\_\_  
(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 FEE: \$ \_\_\_\_\_  
(operational permits - \$110.00)

INSPECTION FEE: \$ \_\_\_\_\_  
(operational permits - \$55.00)

FIREWORKS PERMIT FEE: \$ \_\_\_\_\_  
(Stand, tent, display - \$110.00,  
includes permit & inspection)

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

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

<b>FOR OFFICE USE ONLY</b> Date Received - DCD          Parent Permit # _____
--

<b>FOR OFFICE USE ONLY</b> Date Received - KCFMO          Occupancy ID: _____
--

**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 \_\_\_\_\_

**FIRE CODE CONSTRUCTION PERMITS**

- FCPC-AFES Automatic fire-extinguishing systems
- FCPC-HOOD Automatic fire-extinguishing systems – Hood (may also require mechanical permit)
- FCPC-CGAS Compressed gases
- FCPC-FA Fire alarm & detection systems & related equip.
- FCPC-FPUMP Fire pumps & related equip.
- FCPC-FCLIQ Flammable and combustible liquid operations & related equipment
- FCPC-HAZMT Hazardous materials
- FCPC-INDOV Industrial ovens
- FCPC-LPGAS LP-gas system (Single container over 2000 gal or aggregate amount of over 4000 gal)
- FCPC-PFHYP Fire hydrants
- FCPC-STAND Standpipe systems
- FCPC-SPRAY Spraying or dipping, spray rooms, dip tanks, booths

**FIRE CODE OPERATIONAL PERMITS**

- FCPO-AEROS Aerosol products
- FCPO-AMUSE Amusement buildings
- FCPO-AVIAT Aviation facilities
- FCPO-BATT Battery systems
- FCPO-BB Bed & Breakfast/  
Boarding House
- FCPO-CFAIR Carnivals & fairs
- FCPO-CELL Cellulose nitrate film
- FCPO-CDUST Combustible dust-producing operations
- FCPO-CFIBR Combustible fibers
- FCPO-CGAS Compressed gases
- FCPO-CRYO Cryogenic fluids
- FCPO-MALL Covered mall buildings
- FCPO-CW Cutting and welding
- FCPO-DRYCL Dry cleaning
- FCPO-EXHIB Exhibits and trade shows
- FCPO-EXPLO Explosives
- FCPO-FW-ST Fireworks Stand
- FCPO-FW-TE Fireworks Tent
- FCPO-FW-DI Fireworks Display

**FIRE CODE OPERATIONAL PERMITS, CONTINUED**

- FCPO-FCLIQ Flammable and combustible liquid operations & related equip.
- FCPO-FLOOR Floor finishing
- FCPO-FRUIT Fruit & crop ripening
- FCPO-FUMIG Fumigation & thermal insecticidal fogging
- FCPO-HAZMT Hazardous materials
- FCPO-HOTWO Hot Work Operations
- FCPO-HPM HPM Facilities
- FCPO-HPS High Piled Storage
- FCPO-INDOV Industrial Ovens
- FCPO-LGFV Liquid/Gas fueled Vehicles or Equip
- FCPO-LPGAS LP-gas (Residential tanks 501 gal and larger or all commercial tanks)
- FCPO-LUMBE Lumber Yards & Woodworking
- FCPO-MAG Magnesium
- FCPO-MCSTO Miscellaneous combustible storage
- FCPO-OPBUR Open Burning
- FCPO-OPFL1 Open flames and torches
- FCPO-OPFL2 Open flames and candles
- FCPO-ORGAN Organic coatings
- FCPO-ASSY Places of assembly
- FCPO-PFHYP Private Fire Hydrants
- FCPO-PYROT To use Pyrotechnic special effects material
- FCPO-PYROX Pyroxylin plastics
- FCPO-REFRI Refrigeration equipment
- FCPO-REPAI Repair garages and service stations
- FCPO-RHELI Rooftop heliports
- FCPO-SPRAY Spraying or dipping, spray rooms, dip tanks, booths
- FCPO-TENT Temporary tents and canopies
- FCPO-TIRES Storage of scrap tires and tire byproducts
- FCPO-TIRER Tire-rebuilding plants
- FCPO-WASTE Waste handling
- FCPO-WOOD Wood products
- FCPO-COMBO Combo Operational Permit for businesses with more than 1 operational classification

\*Fireworks Wholesaler: \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Number/Street Space/Suite City State Zip

**A COMPLETED APPLICATION SUBMITTAL CHECKLIST MUST BE SUBMITTED WITH THIS APPLICATION**

I hereby certify that I have read and examined this application and know that the information contained herein is true and correct. I also certify that I am the owner (or owners authorized agent) of this property and that all work shall be performed in accordance with all state and local laws regulating the project proposed by this application. I understand that failure to comply with such laws or the submission of inaccurate information may result in the revocation of any permit from this application.

OWNER/AGENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

OWNER/AGENT PRINTED: \_\_\_\_\_ DATE: \_\_\_\_\_

CONTACT NAME (If different than above): \_\_\_\_\_ PHONE: \_\_\_\_\_

**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 for most Fire Code permits. Please check off each line as you identify that your submittal contains the required information, then submit the checklist with your application.**

**Basic Requirements, all applications 3 sets of all required paperwork**

- 1 \_\_\_\_\_ Completed fire code permit application and applicable fees.
- 2 \_\_\_\_\_ Scaled site plan showing general area, roads and widths, structures with dimensions, parking, property lines
- 3 \_\_\_\_\_ 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
- 4 \_\_\_\_\_ Vicinity map

**Additional Requirements - Fire Sprinkler Systems - Plans shall include the following:**

- 1 \_\_\_\_\_ Drawings at a minimum scale of 1/8" = 1'
- 2 \_\_\_\_\_ Manufacturer Specifications (cut sheets)
- 3 \_\_\_\_\_ Scope of Work
- 4 \_\_\_\_\_ Copy of current sprinkler installer license
- 5 \_\_\_\_\_ Hydraulic Calculations

**Additional Requirements - High-Piled Combustible Storage - Plans shall include the following:**

- 1 \_\_\_\_\_ Floor plan of the building showing locations and dimensions of high-piled storage areas.
- 2 \_\_\_\_\_ Usable storage height for each storage area.
- 3 \_\_\_\_\_ Number of tiers within each rack, if applicable.
- 4 \_\_\_\_\_ Commodity clearance between top of storage and the sprinkler deflector for each storage arrangement.
- 5 \_\_\_\_\_ Aisle dimensions between each storage array.
- 6 \_\_\_\_\_ Maximum pile volume for each storage array.
- 7 \_\_\_\_\_ Location and classification of commodities.
- 8 \_\_\_\_\_ Location of commodities which are banded or encapsulated.
- 9 \_\_\_\_\_ Location of required fire department access doors.
- 10 \_\_\_\_\_ Type of fire suppression and fire detection systems.
- 11 \_\_\_\_\_ Location of valves controlling the water supply of ceiling and in-rack sprinklers.
- 12 \_\_\_\_\_ Type, location and specifications of smoke removal and curtain board systems.
- 13 \_\_\_\_\_ Dimension and location of transverse and longitudinal flue spaces.

### **Additional Requirements - Fireworks**

- 1 \_\_\_ Washington State Stand, Tent or Display License
- 2 \_\_\_ Coast Guard Approval for displays occurring on open water
- 3 \_\_\_ Pyrotechnic Operators license, for displays
- 4 \_\_\_ Washington State Fireworks License(s)
- 5 \_\_\_ Certificate of Liability Insurance
- 6 \_\_\_ Stand or Tent Diagram or Site Discharge Plan
- 7 \_\_\_ Lease agreement with property owner, if applicable
- 8 \_\_\_ **Certificate of Flame Resistance (Tents only)**

### **Additional Requirements – LP and Fuel Tanks**

- 1 \_\_\_ Site plan showing distance from all structure
- 2 \_\_\_ Indicate size of tank(s) and above or below ground
- 3 \_\_\_ Manufacture specifications on tank(s)

### **Additional Requirements – Hazardous Materials**

- 1 \_\_\_ Material Safety Data Sheets, if applicable.
- 2 \_\_\_ Hazardous Materials Management Plan, if applicable.
- 3 \_\_\_ List and quantities of hazardous or toxic materials proposed to be used or stored, if applicable.
- 4 \_\_\_ List and quantities of flammable and combustible liquids or solids to be used or stored, if applicable.
- 5 \_\_\_ List and quantities of compressed or flammable gases to be used or stored, if applicable.
- 6 \_\_\_ List and quantities of liquefied petroleum gases and equipment, if applicable.
- 7 \_\_\_ List and quantities of organic peroxides; oxidizers; pyrophoric materials; pyroxylin (cellulose nitrate) plastics; or unstable (reactive) materials, if applicable.

**\*\*FIRE ALARM REQUIREMENTS ARE LISTED IN THE “FIRE ALARM PLAN SUBMITTAL PACKAGE”**