

- - - PLAN REVIEW FOR FIRE ALARM SYSTEMS - - -

Fire alarm plans shall be submitted for the following occupancies or building types:

- Educational Group E (IBC 305)
 - Institutional Group I-1 or I-3 (IBC 308.2 or 308.4)
 - *Group I-2 occupancies are reviewed by DHS*
 - Mercantile Group M (IBC 309)
 - *only for those buildings that combine retail areas with rack storage and have floor areas exceeding 50,000 sq ft*
 - Residential Group R-1 or R-2 (IBC 310)
 - State-owned buildings
 - *except for hospitals and nursing homes (reviewed by DHS)*
 - Public buildings exceeding 60 ft in height
 - *ref. IBC 502.1 for definition*
 - Public buildings or places of employment which contain an atrium
 - *designed in accordance with IBC 404*
- *The submittal of plans for other occupancies will be accepted on a voluntary basis.*
- *Projects involving the alteration or addition of 20 or fewer devices to an existing fire alarm system do not need to be submitted.*
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Fire alarm plans shall be submitted to:

**WI Dept of Commerce
Division of Safety & Buildings
141 NW Barstow Street, 4th Floor
Waukesha, WI 53188-3789**

City of Milwaukee –

*Fire alarm plans for buildings or structures (other than State-owned) constructed within the limits of Milwaukee **shall** be submitted to the City of Milwaukee for review, in lieu of the Dept of Commerce.*

Cities of Appleton, Burlington, Madison, Verona and the Village of McFarland –

*Fire alarm plans for buildings or structures (other than State-owned) constructed within the limits of one of these municipalities **may** be submitted to the municipality for review, in lieu of the Dept of Commerce.*

What to Submit:

- Four (4) sets of properly signed/sealed fire alarm plans.
 - *In an effort to limit handling and mailing costs, the submitter may opt to submit one (1) complete set of plans and three (3) index sheets. The plan set will be retained. A copy of the approval letter will be attached to the index sheets and returned. It shall then be the responsibility of the submitter to properly attach the approval and index page to plans matching the copy on file with the Department.*
 - *A maximum of five (5) plan sets may be submitted. Additional plan sets (in excess of 5) will incur a \$25/set fee.*
 - One (1) set of battery calculations.
 - One (1) set of voltage-drop calculations for each notification circuit.
 - One (1) copy of applicable material data sheets.
 - A detailed, project-specific ‘Sequence of Operation’ which clearly identifies all functions of the fire alarm system, including the transmission of alarm, supervisory and trouble signals to an approved supervising station.
 - A completed SB-118 application form.
 - *The application must identify the Transaction ID No. related to the parent building review approval. Fire alarm submittals for new construction, building additions or building alterations cannot be reviewed prior to building plan approval.*
 - Plan review fee.
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Signing / Sealing Plans:

- Signing and sealing of plans shall comply with Comm 61.31(1). Fire alarm plans shall be stamped by a Wisconsin registered architect, professional engineer or designer of electrical systems.
- In only those cases where the submitter is both the designer and installer of the fire alarm system, a signature only will suffice [ch. 443(6), Stats.]. It shall be an original signature and dated.
- Each sheet shall be individually signed/sealed. If more than one sheet is bound together in a volume, the registrant may sign/seal and date only the title or index sheet if the signed sheet identifies clearly all other sheets comprising the bound volume.
- All seals/stamps shall be original. Signatures shall be original and in permanent ink contrasting with the seal. No stickers, photocopies or electronic images are acceptable.

Plan Review Fees:

- Fees shall be determined in accordance with Table 2.31-1 or Table 2.31-2 found in Chapter Comm 2 of the Wisconsin Administrative Code.
 - Reduced plan review fees (Table 2.31-2) may be utilized for projects in municipalities that perform inspections as an agent of the Div. of Safety & Buildings.
 - A list of “Delegated Municipalities” that perform inspections can be found at:
<http://commerce.wi.gov/SB/SB-CommBldgsDeleMunis.html>
 - Reduced fees (Table 2.31-2) do **not** apply to State-owned buildings.
 - In addition to the plan review fee, a plan entry fee of \$100 shall be included with each submittal.
 - Per Comm 2.10, plan review fees shall be **doubled** for projects where the installation, erection or construction was initiated without the required Departmental approval.
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General Notes:

- A review appointment may be made in advance by using the online plan review request feature from our web page at:
<http://www.commerce.state.wi.us/SB/SB-CommBldgsPlanRevSched.html>
 - Plans submitted to the Department shall be permanent copies of the originals and the copies shall be bound into sets.
 - Plans submitted for review shall be working plans. Plans submitted as “Preliminary” or “Not for Construction” will not be reviewed.
 - One (1) set of plans bearing the Department’s stamp of conditional approval shall be kept at the building site and be open to inspection by the Department or its authorized representative.
 - Fire alarm plans shall include a detailed riser diagram of the complete system. All devices shall be identified by type and location. Wire gauge(s) shall also be clearly identified. All of this information must be shown on the submitted plans.
In lieu of a riser diagram, the system circuitry may be shown on the floor plans.
 - Plans submitted to the Department shall be of sufficient clarity, character and detail to show how the proposed design will conform to code (e.g. room names/use, symbol legend, ceiling heights/construction, etc).
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Fire Protection Plan Reviewers:

Laura Hasburgh, 608-266-2128, laura.hasburgh@wi.gov

Bob Jeske, 920-492-5606, bob.jeske@wi.gov

Mark Gardetto, 262-523-3044, mark.gardetto@wi.gov

FP Matrix Chief, Dan Meneguini ⁽⁶⁰⁸⁾266-0056 or dan.meneguini@wisconsin.gov

State Inspectors contact information:

<http://commerce.wi.gov/SB/SB-CommercialBuildingsInspectorsDistrictsMap.html>

NFPA Standards*:

- **NFPA 1**, *Uniform Fire Code™*, 2006 edition
- **NFPA 11**, *Low Expansion Foam*, 2002 edition
- **NFPA 11A**, *Medium- and High-Expansion Foam*, 1999 edition
- **NFPA 12**, *Carbon Dioxide Extinguishing Systems*, 2000 edition
- **NFPA 13**, *Installation of Sprinkler Systems*, 2002 edition
- **NFPA 13R**, *Installation of Sprinkler Systems in Residential Occupancies up to and Including Four Stories in Height*, 2002 edition
- **NFPA 14**, *Installation of Standpipe and Hose Systems*, 2003 edition
- **NFPA 15**, *Water Spray Fixed Systems for Fire Protection*, 2001 edition
- **NFPA 16**, *Installation of Foam-Water Sprinkler and Foam-Water Spray Systems*, 2003 edition
- **NFPA 17**, *Dry Chemical Extinguishing Systems*, 2002 edition
- **NFPA 17A**, *Wet Chemical Extinguishing Systems*, 2002 edition
- **NFPA 20**, *Installation of Stationary Pumps for Fire Protection*, 1999 edition
- **NFPA 22**, *Water Tanks for Private Fire Protection*, 1998 edition
- **NFPA 25**, *Inspection, Testing and Maintenance of Water-Based Fire Protection Systems*, 2002 edition
- **NFPA 30**, *Flammable and Combustible Liquids Code*, 2003 edition
- **NFPA 30B**, *Code for the Manufacture and Storage of Aerosol Products*, 2002 edition
- **NFPA 70®**, *National Electrical Code®*, 2008 edition
- **NFPA 72®**, *National Fire Alarm Code®*, 2002 edition
- **NFPA 303**, *Marinas and Boatyards*, 2000 edition
- **NFPA 409**, *Aircraft Hangars*, 2001 edition
- **NFPA 750**, *Water Mist Fire Protection Systems*, 1996 edition
- **NFPA 2001**, *Clean Agent Fire Extinguishing Systems*, 2004 edition

* *This is not a comprehensive list of all State-adopted NFPA standards. Refer to the 2006 International Building Code®, Chapter 35 – Referenced Standards and the Wisconsin Administrative Code for a complete listing of the most current standards.*
