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## **MFD Standard for Fire Alarm Systems**

### **1. SCOPE**

This standard covers the permitting, installation, inspection, testing and maintenance of fire alarm systems in the City of Marysville as administered by the fire marshal. Fire alarm systems shall meet the requirements of the currently adopted codes and standards, unless specifically amended or noted otherwise, and as approved by the AHJ:

- A. NFPA 72 Fire Alarm Systems Installation Standards.
- B. NFPA 70 National Electric Code.
- C. The International Fire Code (IFC) as amended by the city and state.
- D. The Marysville Municipal Code (MMC) [Chapter 9.04 FIRE CODE](#).

### **2. DESIGN REQUIREMENTS**

- A. All construction documents shall be reviewed by a NICET III, an ESA/NTS Certified Fire Alarm Designer (CFAD) Level III Fire in fire alarms, or a licensed professional engineer (PE) in Washington prior to being submitted for permitting. The reviewing professional shall submit a stamped, signed, and dated letter; or a verification method approved by the local authority having jurisdiction indicating the system has been reviewed and meets or exceeds the design requirements of the state of Washington and the local jurisdiction. (2021 IFC 907.11.2)
- B. All new fire alarm system shall be addressable and each device shall have its own address that shall annunciate to an approved central station. (MMC 9.04.907.1.3.1)
- C. FACP shall be located in the riser room unless otherwise approved.
- D. Provide a 40F degree low temperature sensor in the riser room.
- E. Provide a red locking document box near the FACP.
- F. Remote annunciator panel(s) required at location of remote riser(s).

### **3. SUBMITTAL REQUIREMENTS**

- A. Working plans of the system(s), per NFPA 72 required documentation.
- B. Data sheets for the system components.
- C. Completed permit application through the City of Marysville.
- D. "Like for like" replacements do not require plans. Submittal shall include a cover sheet providing a description of the work to be performed and cut sheets.

### **4. PERMITS**

A fire permit is required for all fire alarm installation and modification work. The application for a fire construction permit is available on the City of Marysville's permitting [portal](#). Approved plans and permit inspection cards shall be available onsite for the permitted work. A permit is only valid for the contractor and work designated by the permit.

## **5. CONTRACTOR LICENSING**

All inspection, testing, maintenance and programming not defined as “electrical construction trade” by chapter 19.28 RCW shall be completed by a NICET II or ESA/NTS Certified Fire Alarm Technician (CFAT) Level II Fire in fire alarms (effective July 1, 2018). Proof of licensing shall be available onsite for all workers. (2021 IFC 907.8.4.1)

## **6. INSPECTIONS**

Fire inspections are required from the Marysville Fire District (MFD) for permitted work. **Scheduling Instructions:** please use the permit portal with the City of Marysville to request all fire inspections via: [eTRAKiT \(marysvillewa.gov\)](http://eTRAKiT.marysvillewa.gov). MFD will contact you to confirm appointment time. If you are not contacted within 24 hours, or if you need to reschedule, please call (360)363-8525 and leave a voicemail. Approved plans and permit inspection cards must be available on site during inspections. The installing contractor shall pretest all systems prior to requesting an inspection. If fire code violations are noted, correction will be required for approval and a re-inspection fee will be assessed via permitting services.

**1<sup>st</sup> Inspection:** Wiring and device placement inspection (available upon request).

**2<sup>nd</sup> Inspection:** System Acceptance Testing and Final Approval.

- Email copy of communications report and ROC to MFInspectors@mfdra.org

## **7. MAINTENANCE**

The installer shall provide to the owner/occupant instructions on inspecting, testing, and maintaining the system. The fire alarm system shall be inspected and tested periodically to make sure the system is in good working condition.

- A. Fire alarm systems shall be maintained and tested per the procedures in NFPA 72 and manufacturers’ instructions.
- B. Records of work done shall be maintained on-site along with the device user manual for review by the code official.
- C. The maintenance record shall be submitted to the fire code official for review and approval via the TEGRIS FIRE reporting system.

## **8. EMERGENCY REPAIR WORK**

A permit is required for repairs. Emergency repairs may begin without a permit provided the system configuration is not altered and a permit application is submitted the next working business day. A fire inspection is required for final approval of all repair work.

## **9. SYSTEMS OUT OF SERVICE**

Where a required fire protection system is out of service, the fire department and the fire code official shall be notified immediately.

- A. Contact MFD at (360) 363-8500 during business hours Monday-Friday 8am-5pm.
- B. Call 9-1-1 to report fire alarm systems out of service outside of business hours.
- C. Where required by the fire code official, the building shall be either evacuated or an approved fire watch shall be provided for all occupants left unprotected by the shutdown until the fire protection system has been returned to service.
- D. Buildings that have been evacuated shall not be reoccupied without approval from the fire code official.
- E. MFD Fire Watch Guideline shall be followed, including a fire watch log maintained.  
<https://www.marysvillefiredistrict.org/services/other/>

## **10. CHANGE OR TERMINATION OF MONITORING SERVICES**

Fire alarm systems are required to be monitored when in service.

- A. Notice shall be made to the fire code official whenever alarm monitoring services are terminated. Notice shall be made in writing by the provider of the monitoring service being terminated. (IFC 901.9) Email is an acceptable form of communication to [MFInspectors@mfdrrfa.org](mailto:MFInspectors@mfdrrfa.org).
- B. When a monitoring service has advance notice of a termination of service, the fire district shall be notified as soon as possible.