



TUCSON FIRE DEPARTMENT
 300 S. FIRE CENTRAL PLACE
 TUCSON, AZ 85701

**FIRE CODE CONSTRUCTION
 PERMIT APPLICATION**

For OFFICE Use Only

 Permit Number

Fee: _____
Paid: _____

DATE OF APPLICATION: _____

Project Address: _____

Tucson, AZ Zip _____

Installing Company Information

Applicant Name _____

Company Name: _____

Address: _____

City, State, Zip: _____

Phone #: _____ Cell # _____

Email: **(REQUIRED TO NOTIFY APPLICANT)** _____

Description of Work: _____

Please mark which type of Fire Code Construction Permit is required:

- Automatic Fire Extinguishing System (Fire Sprinklers, Alternative Fire Extinguishing System-Wet Chemical, Dry Chemical, Foam System, Carbon Dioxide, Clean-agent, Commercial Cooking systems)
- Battery systems
- Compressed gases
- Cryogenic Fluids
- Emergency responder radio coverage system
- Fire Alarm and Detection Systems and related equipment
- Flammable and Combustible Liquids (Including Aboveground and Underground Tanks) Hazardous Materials Industrial Ovens
- LP-Gas
- Private fire hydrants
- Solar photovoltaic power systems
- Spraying or dipping
- Standpipe Systems

PLEASE COMPLETE THE APPROPRIATE AREAS BELOW

ALTERNATIVE FIRE EXTINGUISHING SYSTEMS

(Special Hazard Systems - Clean Agent, Dry Chemical, Carbon Dioxide and others)

New special hazard system? Yes No How many Systems: _____

COMMERCIAL COOKING SUPPRESSION SYSTEMS

Is this a **new** commercial cooking extinguishing system? Yes No How many Systems: _____

Is this a **modification** to an existing commercial cooking extinguishing system: Yes No

COMMERCIAL FIRE SPRINKLER SYSTEM

Square Footage of work area for NEW SYSTEM ONLY or Modifications of 501 heads or more: _____

Number of Stories of building for NEW SYSTEM ONLY or Modifications of 501 heads or more: _____

If this is a **modification**-Number of heads modified (added, dropped or relocated) _____

Which Type of System? NFPA 13 13R or 13D

New Fire Sprinkler **Underground** Piping for NEW SYSTEM ONLY: Yes No

New Standpipe System for NEW SYSTEM ONLY: Yes No Number of New Outlets: _____

Modification to existing **Standpipe**: Yes No

In-Rack Sprinklers for NEW SYSTEM ONLY: Yes No

COMMERCIAL FIRE PUMPS AND EQUIPMENT

of **NEW** pumps: _____

Modification to existing: Requires testing Does not require testing

RESIDENTIAL FIRE SPRINKLER SYSTEM

New residential system: Yes No Square footage: _____

Modification: Yes No

FIRE ALARM AND DETECTION SYSTEMS

Square Footage of work area for NEW SYSTEM ONLY OR MORE THAN 20 DEVICES OF MODIFICATION: _____

Number of Stories of building for NEW SYSTEM ONLY OR MORE THAN 20 DEVICES OF MODIFICATION: _____

Is this is a **modification*** Yes No

If yes, **number of devices** modified (pull stations, smoke alarms, heat detectors, modules, tampers, notification appliances, flow switches, NAC or Booster Panels, FACP or remote Annunciators, Communicators, duct detectors door holders) _____

**Be advised, IF MODIFICATION IS 21 OR MORE DEVICES, FEES WILL BE ASSESSED AS A NEW SYSTEM.*

SQUARE FOOTAGE & STORY INFORMATION MUST BE INCLUDED.

Is this permit only for a **new monitoring** system: Yes No

Is this permit a modification to an **existing monitoring** system: Yes No

Fire Code Construction Permit Submittal Criteria

To better serve you and to expedite the permit application and review process please provide a complete permit package at the time of submittal. Permit Applications and Plans may be submitted electronically (see below), or via Mail (provide return envelopes and postage) to: Tucson Fire Department, Attn: Permit Desk, 300 S. Fire Central Place, Tucson, Arizona 85701.

Permit desk hours: M thru F, 8–11am and 1–4pm

Electronic Submittal: You will find a downloadable [TUCSON FIRE CODE CONSTRUCTION PERMIT APPLICATION](https://www.tucsonaz.gov/fire/permits-recalls-resources) at: <https://www.tucsonaz.gov/fire/permits-recalls-resources> . Once you have filled out the application, save to your computer and send (along with any other required items (IE. Site plans) then attach/send them from that file location to: TFD-Permit-Submittal@tucsonaz.gov

After review, TFD will provide you an Permit Number and required fees by email. You may pay with a Credit Card, Check or use your APA account at Tucson Fire Central, 300 S. Fire Central Place, Tucson, Arizona 85701. **(SORRY, NO CASH IS ACCEPTED AT FIRE CENTRAL)**. A Technology/Archive fee of \$16.50 or 1% of the total fee whichever is greater is charged on all permits.

For cash payments, go to the Planning and Development Services Department located at 201 N. Stone Ave., Tucson, AZ, after you have received your Permit Number. **All Fees MUST be paid prior to permit issuance.**

Fully complete the permit application

All applicable areas need to be filled in including the "Description of Work" field.

- A minimum of three sets of shop drawings, one set of hydraulic calculations (fire sprinkler systems) and all cut sheets for products to be installed.
- Plans shall show intended use of all rooms.
- Plans need to be of a quality clear enough to scan/microfilm.
- Name of project, job address, and the name of the person who is designing the system must be on all sheets.

- Relocation of 10 heads or less does not require plans, only a permit application is needed.
- The addition of 1 head or more requires plans and permit application.
- Additional items may be required by TFD during review.

Permits shall be obtained prior to construction.*

****If the work begins on a new installation before a permit is issued, a double fee will be charged and a Citation may be issued.***

TFD will notify you via EMAIL of the status of your Permit Application.

**For questions pertaining to completion of the permit process call: (520) 791-4502;
8:00 am to 5:00 pm Mon-Fri.**