SYSTEM PERMIT APPLICATION

TOWN OF ISLIP FIRE MARSHALS OFFICE

24 NASSAU AVENUE, ISLIP, NY 11751 • (631) 224-5477 OR 78

PERMITS REQUESTED:

☐ Fire Sprinkler System
# of heads: _____ # of floors:_____

☐ Fire Suppression System

☐ Fire Alarm System
# of devices:_____

☐ Installation of Tank(s)
___Below Ground ___Above Ground

☐ Demolition of Tank(s) #_____

SCOPE OF WORK:

Is this a : ☐ New System ☐ System Modification

Description of Work: _____

_____

_____

_____

Building Construction Type:_____

Occupancy Classification: _____

PROPERTY OWNER NAME:_____

Address:_____Telephone:_____

WORK LOCATION:_____TM#_____

Address:_____Telephone:_____

CONTRACTOR NAME:_____

Address:_____ Telephone:_____

FOR OFFICE USE ONLY

Approved:_____ Special Conditions:_____

_____

⇨ **NO INSTALLATIONS SHALL BE STARTED PRIOR TO APPROVAL BY THE TOWN OF ISLIP FIRE MARSHALS OFFICE.** ⇦

****PLEASE READ PERMIT REQUIREMENTS ON NEXT PAGE BEFORE SUBMITTING PLANS****

I swear that the application is a true and complete statement of all proposed work at the described premises, and that I have in effect all required insurances, including workers compensation insurance. I also state that all required State, County and Town of Islip required licenses are in place. A permit shall expire one (1) year after date of issuance. Upon proper payment of fee, a permit may be renewed, but no more than (3) renewals. I understand that any false statements made herein are punishable as a class A misdemeanor pursuant to section 210.45 of the NYS penal law.

AFFIRMATIONS

PROPERTY OWNER

NAME _____

_____
Signature of Property Owner

Sworn to before me this_____
day of _____ 20_____

*Notary Public*_____

CONTRACTOR **Lic#**_____

NAME _____

_____
Signature of Contractor

Sworn to before me this_____
day of_____ 20_____

*Notary Public*_____

PERMIT REQUIREMENTS

GENERAL: (FOR ALL PLANS SUBMITTED)

1) Application Signed and Notarized by all parties.
2) Three (3) sets of plans stamped by a professional engineer or architect.
3) Copy of a building permit and/or Certificate of Occupancy for **main structure and tenants.**
4) One Set of Cut Sheets for **all equipment and parts** used within the system. If sheets have multiple pieces listed, please circle parts used.
5) Provide a copy of Workers Compensation, NY State Disability and Liability Insurance for each site, as well as a copy made out to the Town of Islip.
6) **PLANS SHALL BE NO LARGER THAN 36' WIDE BY 24" HIGH.**

FIRE ALARM SYSTEM:

1) Battery calculations for entire system.

FEE: $200.00 first 25 devices, $1.50 per device thereafter, review & 2 inspections. Additional inspection: $75.00 each.

FIRE SUPPRESSION SYSTEMS:

1) Shop drawings are acceptable for pre-engineered systems only but must be stamped by RA or PE.
2) Certification statement in letter form or on plans that existing or newly installed hood is type I compliant as per NYS Fire Code and NFPA reference standards.

FEE: $200.00 for review & 2 inspections. Additional inspection $50.00 each.

TANKS:

1) Plans shall include size and type of tank, type of installation or removal, distance to structure and property lines, use of tank (heating fuel, diesel, gasoline, etc.), all stanchions (diameter, height, and depth), all electrical within 10' shall be vapor tight as per NEC, board of health approval, and one (1) copy of the site plan or survey.

FEE: $150.00 per tank (up to 10,000 gallons w.c.), & $.0.10 per gallon thereafter, Inspection.

FIRE SPRINKLER SYSTEM:

1) Three (3) sets of hydraulic calculations, stamped by licensed professional engineer or architect.
2) Copy of current water test data from the Suffolk County Water Authority.
3) Letter of use for building, NFPA classifications, and commodity class and storage type within each section of the building.
4) All plans for buildings with rack or high piled storage shall include detailed drawings articulating code compliance with all Applicable code sections printed on plans regarding high rack storage and the fire protection thereof.
5) All other plan submission requirements as outlined in NFPA 13 section 14.1.3.
6) Detailed, to scale site plan showing subject building, surrounding roadways, parking lots, near-by fire hydrants, fire department connections.

ISO Review is not required, but is encouraged.

FEE: $250.00 for first 25 devices, $2.50 per device thereafter & two (2) inspections,.
- Additional inspections, maximum of two additional inspections (2) $125.00.
- Multiple floors (For 3rd floor and over) additional $125.00 each floor- maximum of $500.00.

MAKE CHECKS PAYABLE TO THE TOWN OF ISLIP

It is our discretion to reject plans if all requirements are not met, unless arrangements are made prior to submission.