



Town of Henrietta
Office of Building and Fire Prevention
 475 Calkins Road
 Henrietta, NY 14467
 PH: (585) 359-7060 FAX: (585) 321-6093
 Building@townofhenrietta.org

TOWN OF HENRIETTA



Application for Fire Systems Plan Review and Permit

FEE: \$125.00

The purpose of the Application for Plan Review is to provide applicants with a checklist to verify that all information necessary to demonstrate compliance is included with the application for a permit.

Any drawings required to support the work being performed should also accompany this application.

Upon satisfactory review, permits will be issued for the work to be performed. No work can proceed prior to review and approval and issuance of a permit.

The permit will remain in effect until the system is completely installed and the Office of the Fire Marshal has received a Certificate of Completion and/or has issued a Certificate of Compliance. If the work permitted does not commence within 12 months of issuance, the permit may be voided at the discretion of the Fire Marshal, pending changes to or clarifications of the codes and standards applicable to the work.

The basic application fee is (\$125.00) one hundred twenty five dollars. This fee covers the plan review, administration, filing and Certificate of Compliance, if necessary. Additional review fees may be assessed if the plans do not follow the fire protection checklists and demonstrate full compliance with applicable Codes and Standards. **Do not submit payment until after the review is completed.**

Project Information:

Property Address _____	Project Name _____
Owner Name _____	Owner Phone Number _____
Owner Address _____	Owner Fax Number _____
Owner City, State, Zip _____	Owner Email _____
Technical Contact _____	

Type of Improvement: New Building Addition Alteration Reconstruction Change of Use

Proposed Occupancy Group (BCNY Chapter 3) A-1 A-2 A-3 A-4 A-5 B E F-1 F-2 H-1 H-2 H-3 H-4 H-5 I-1 I-2 I-3 I-4 M R-1 R-2 R-3 R-4 S-1 S-2 U

Construction Type: 1-A 1-B II-A II-B III-A III-B IV V-A V-B

Type of System Being Installed:

Sprinkler System: Wet Pipe Dry Pipe Preaction Deluge Antifreeze Limited Area

Occupancy Hazard Classification: Light Ordinary Group 1 Ordinary Group 2 Extra Hazard 1 Extra Hazard 2 Special Hazard

Fire Alarm System: Manual Fire Alarm Fire/Smoke Detection Voice Evacuation Smoke Control

Fire Suppression: Kitchen (UL-300) Clean Agent Fuel Dispensing Carbon Dioxide Dry Chemical

Fire Stopping Submittal: UL Specifications Product Submittal

Other:

PLEASE NOTE: As of May 2018 an electronic copy of all fire systems plan (acceptable formats: .dwg, .pdf, and .tiff) **MUST** be submitted in addition to a fire systems plan permit application and two sets of plans/specifications. Please submit via one of the following mediums (cd/dvd, usb flash drive or via email at **building@henrietta.org**)

(Sub) Contractor Performing Work Information:

Contractor Name _____	Contr. Phone Number _____
Contractor Address _____	Contr. Fax Number _____
Contr. City, State, Zip _____	Contr. Email _____
On Site Contact Name _____	On Site Phone Number _____
New York State License Number _____	(Fire Alarm Systems)

- All information given above is complete and accurate.
- All work will comply with the codes and standards adopted by the State of New York and the Town of Henrietta.
- I understand this is an application only, **NOT A PERMIT**. Work will not start without an approved permit. Work started without approval will be subject to a stop work order and additional review/inspection fees.
- All work will be done according to the plans approved by the Office of the Fire Marshal. Changes to the approved plans shall be submitted and approved prior to proposed change being installed or completed.

Applicant's Name _____

Applicant's Signature _____

Date _____

FIRE MARSHALL USE ONLY

Received By _____	Date _____	Check Number _____
Reviewed By _____	Date _____	
Permit Number _____	Date _____	