Southern Stone County Fire Protection District
10965 E. State Highway 76, Branson West, MO 65737
417-272-1510 office/417-272-1509 fax

PERMIT# _____

DATE APPROVED _____

APPLICATION FOR PLAN REVIEW AND OCCUPANCY PERMIT WITH THE FIRE MARSHALS OFFICE

DATE: _____

Project Name: _____ **Business Name:** _____

Project Physical Address & LotNo.: _____

Project Owner's Name: _____ **Address:** _____ **Phone:** _____

Owner's Email: _____ **Contractor's Email:** _____

Contractor: _____ **Address:** _____ **Phone:** _____

Architect/Engineer: _____ **Address:** _____ **Phone:** _____

Construction Site Contact's Name: _____ **Email:** _____ **Phone:** _____

Sq. Ft of Project: _____ **No. of Approved Plans Submitted (preferably 1 Electronic Set):** _____

Project Cost (Material ONLY): _____ **Total No. of Floors:** _____ **Occupancy Type:** _____
(Do not include labor or concrete) **(Including above and below ground)** **(See Occupancy Chart)**

PROJECT DESCRIPTION: **NEW BUILDING** **BUILDING ADDITION** **REMODEL (>50% OF TOTAL SQ. FT.)**
(Circle One) **INTERIOR ONLY** **ANY ELECTRICAL MODIFICATIONS**

_____

_____

Automatic Sprinkler: _____ **Fire Alarm:** _____ **Kitchen Hood System:** _____ **ADA Compliant:** _____
(Consult the Application Process Guidelines Attached to Application)

Dedicated Water Supply: **YES**_____ **NO**_____ **Tank Size (gallons):** _____ **(Per NFPA 1142)**

KNOXBOX APPROVAL: **YES**_____ **NO**_____ **KNOXBOX PLACEMENT:** _____

Project Fees Are Based on Materials Only, No Labor Costs: See Fee Schedule in the Attached Application Packet

I hereby certify, I am the owner or duly authorized owner's agent. I have read this application and that all information is correct. I further certify that I have read, understand, and will comply with all provisions outlined hereon. I certify all plans submitted are complete and accurate showing any and all existing and proposed structures on the said property. This application does not exclude the applicant from complying with other local jurisdictions fees or inspections, or any city or county ordinances they have adopted. All applicants must check with **all** local agencies or governments to ensure compliance. Southern Stone County Fire Protection District, Office of the Fire Marshal is not responsible for delays or stop work orders imposed by these agencies. Permits issued and all Codes that apply to the Fire District shall remain in compliance with **The International Fire Code 2006 Edition,** and **NFPA requirements**, which has been adopted, and set into our Ordinance's.

Signature: _____ **Date:** _____

Project Fee: _____
Sprinkler Fee: _____
($150.00)
Alarm Fee: _____
($150.00)
Hood System: _____
($50.00)

Fee Paid: **Cash:** _____ **Money Order:** _____

Credit Card: _____ **No.** _____ **Exp.**_____**CVC**_____
(credit card fees will apply)

Check: _____ **Amount:** _____**Check No.:** _____

TOTAL FEE: _____ **Application: _____Fees Paid: _____Plans Submitted: _____**

OCCUPANCY CLASSIFICATIONS

Class A – Assembly Occupancies

A-1 – Theaters
Symphony/Concert Halls
Television/Radio Studios

A-2 - Banquet Halls
Night Clubs
Restaurants
Taverns & Bars

A-3 - Amusement Arcades
Art Galleries
Bowling Alleys
Community Halls
Funeral Parlors
Libraries
Indoor Pools/Tennis Courts
Pool/Billiard Halls
Places of Worship

A-4 Arenas
Skating Rinks
Swimming Pools
Tennis Courts

Class B – Business Occupancies

Animal Hospitals/Kennels
Banks
Barber/Beauty Shops
Car Wash
Clinic – Outpatient
Dry Cleaner/Laundry
Educational Facilities above 12th grade
Motor Vehicle Showrooms
Post Office
Professional Services (architect, engineer etc.)

Class E – Educational Facilities

Any facility that provides education services for all grades under 12th

Class F – Factory/Industrial

Any facility that manufactures/produces a product (classified in 2 categories, Moderate and Low Hazard)

F1 Moderate Hazard
Aircraft
Boats
Dry Cleaning and Dyeing
Electronics
Canvas/Similar Fabrics
Food
Furniture
Machinery
Millwork

F2 Low Hazard
Brick/Masonry
Glass Products
Ice
Metal Products

Class H – High Hazard

These facilities are production and storage facilities that pose a high risk of physical or health hazards.
Contact the Southern Stone County Fire Protection District for Additional Information or Refer to the International Building/Fire Code

Class I – Institutional

I-1 - Alcohol/Drug Centers
Assisted Living
Group Homes
Residential Board & Care

I-2 – Hospital
Nursing Home (intermediate & skilled)
Mental Hospital
Detoxification Facilities

I-3 - Jails
Correctional Facilities
Reformatories

I-4 – Day Care Facilities

Class M – Mercantile

Department Stores
Drug Stores
Markets
Motor Fuel Dispensing Facilities
Retail/Wholesale Stores

Class R – Residential

R-1 Boarding House
Hotels
Motels

R-2 Apartments
Convents
Timeshares

R-3 Refer to IFC/IBC for clarification

R-4 Refer to IFC/IBC for clarification

Class S – Storage

These facilities are used for storage only and are classified as Low and Moderate risk, Refer to IFC/IBC for clarification

Class U - Utility Barns Carports Towers/Tanks
Sheds Silos

General Information for SSCFPD Building Permit's Process

All construction related projects (renovations, change of occupancies with interior alterations, and new construction) are required to be permitted and inspected by the Office of the Fire Marshal for the Southern Stone County Fire Protection District. The permit and application process includes the submittal of three (3) sets of plans with fire sprinkler systems, fire alarm systems, and commercial cooking hood systems submitted by the ***licensed*** designer/installing contractor.

Change of occupancies do not require plans/drawings to be submitted if no interior changes are made to the structure, these structures will still be required to have an occupancy inspection

1. **Required Submittals**
   - **a.** Fire Permit Application
   - **b.** Site Plan
   - **c.** Stamped/Engineered plans by a ***licensed*** Missouri Engineer or Architect shall be submitted for review and approval for all structures undergoing renovation/remodeling or new construction except those exempt by Missouri Statue 327.101. All structures that are exempt shall be required to submit plans/drawings with all of the required information listed in Section 2 A-J below.
   - **d.** Exempted Structures
     - **i.** Single Family or Duplex dwellings – Rental units are ***NOT*** exempt.
     - **ii.** Any commercial structure less than 20,000 Cubic Feet (cubic feet is calculated as the square footage multiplied by the height)
     - iii. Any building with nine (9) occupants or less and not exceeding 20,000 Cubic Feet (cubic feet is calculated as the square footage multiplied by the height)
     - iv. Buildings used exclusively for farm purposes.
   - **e.** Area Map (Yahoo maps, Google map, Google earth etc.)

2. **Plans/Drawings Required Information**
   - **a.** General Notes
     - i. Number of stories – square footage listed for each floor
     - ii. Square footage – total for project
     - iii. Acreage of subject property
     - iv. Use group/occupancy type (see Appendix A1)
     - v. Construction Type (see Appendix A2)
   - **b.** Scale
     - i. All stamped/engineered drawings shall be drawn at a minimum of $1/8^{th}$ inch equaling 1 foot.
     - ii. All engineer/architect exempted structures requiring drawings shall have dimensions/measurements placed on all wall surfaces (interior and exterior).
   - **c.** Site Plan
     - i. A minimum of two (2) site plans, drawn to scale, with all dimensions figured, showing accurately the size and exact location(s) of all proposed new construction as well as existing structures included in the project. The site plans shall also include all utilities for the project (gas lines, water lines, electrical service, and fire hydrants) and there location and dimensions. These plans shall also include all streets, parking areas with surface type (asphalt, gravel, concrete etc.), and any/all project access points from adjacent roads. Parking areas shall include the number of

spaces (ADA spaces 12'x18' and standard 9'x18') as well as any related signage (fire lane, one way, no parking etc.).

d. Floor Plans

i. Size and spacing of all wood framed wall members (2x4, 2x6, etc.). For all masonry walls the block size, spacing and reinforcement technique used. For concrete pads show all thickness and support used (wire mesh, rebar, etc.)
ii. Size of headers/lintels over all openings in load bearing walls.
iii. Room sizes (length and width) and the intended use of the room (bedroom, closet, sales floor, etc.)
iv. All attic or rooftop access points to include size(s) of the opening(s) and method of access (stair, retractable ladder, etc.)
v. Window and door sizes and locations.
vi. Fire walls, smoke barriers, draft stops to include details on rating and method used to achieve this rating (ASTM, NFPA, etc.)

e. Framing Plan

i. Show floor joists size(s), span, spacing, specifications, and grade.
ii. Show rafter/ceiling size(s), span, spacing, specifications, and grade
iii. Provide Engineer/Architect approved detailed drawings of ***each*** truss type used in the project.
iv. Typical on walls and stairway openings
v. Drawings of all sundecks, porches, decks, porches, or balconies. Any non-supported or cantilevered sundecks, porches, decks, porches, or balconies shall include an Engineer/Architect approved detailed drawing of ***each*** type used.

f. Elevations

i. Front, rear, and all sides labeling the direction.
ii. Show window type (fixed pane, single hung, double hung etc.).
iii. Show size, type and location of all roof/attic ventilation point(s).
iv. Show and describe the finished grade and all associated landscaping.
v. Material(s) to be used on the finished exterior envelope.

Cross Sections

vi. Show plates (single treated bottom & double top).
vii. Show decking thickness for floor and roofing.
viii. Show type of roof to be used (shingle, composite, built-up, etc.).
ix. Show drywall thickness and type (fire resistive, water resistant, etc.).
x. Show all exterior finish types

g. Heating and Air Conditioning

i. Show size(s) and location(s) of all heating and A/C units.
ii. Show supply and return duct sizes and thickness of ducts.
iii. Show all fire dampers, smoke dampers, and fire stopping materials.

h. Plumbing

i. Show all fire hydrant(s) location(s) and supply (if applicable).
ii. Show sprinkler system(s) and all risers (if applicable).
iii. Show the method used for penetration sealant for all fire/smoke wall penetrations.

i. Electrical

i. Show main service location(s)

ii. Show circuit locations/layout.
iii. Indicate panel size, feeder size, and grounding method.
iv. GFI locations
v. Emergency generator locations and shut off locations (if applicable).

Permit Fees

Fee Schedule is Rated on The Cost of The Project

Application Fee Minimum – $50.00

$4.00 per 1,000 for the **First** $250,000 plus

$2.00 per 1000 for the next $750,000 plus

$1.00 per 1000 for all amounts over $1,000,000

Example: $100,000 = 4 x 100 = $400

$500,000 = 4 x 250 + 2 x 250 = $1,500.00

$1,000,001 = 4 x 250 + 2 x 750 + 1 x 1 = $2,501.00

***** In addition to the fees above if the project requires the installation of the specialized systems listed below additional fees will be assessed*****

Fire Sprinkler System - $150.00

Centralized/Fire Alarm System – $100.00

Commercial Cooking Hood Suppression System – $50.00

*****The builder, contractor, or owner's representative/agent must also file for all required local jurisdiction permits (Stone County Planning & Zoning, Stone County Health Department, Kimberling City, Branson West & Reeds Spring)*****

*****The Office of the Fire Marshal for the Southern Stone County Fire Protection District**

Is currently utilizing and has adopted the 2006 International Building and Fire Code and all codes and standards referenced within these codes such as NFPA and ASTM***

INSPECTION SCHEDULE

The builder, contractor, or owner's representative/agent shall be responsible for contacting the Office of the Fire Marshal to schedule all inspections. The office may be contacted Monday to Friday from 9am – 4pm for all scheduling requests.

1. Site Inspection – Upon submitting an application and all required fees and documents the builder, contractor, or owner's representative/agent shall request a site visit. This site visit will determine any issues related to fire department access, water availability, and any other pertinent issues for this project.
2. Framing Inspection – This is done before interior walls are covered with sheathing, drywall, or insulation and all mechanical components (electrical, plumbing & HVAC) should be installed.
3. Fire Wall & Draft Stopping – Upon completion of all required fire walls, smoke walls, or draft stops an inspection is required to ensure compliance with the design standard as approved. This is also to determine that all penetrations made by electrical, plumbing & HVAC work have been properly sealed as required.
4. Automatic Fire Sprinkler Systems, Fire Alarm Systems, and Commercial Kitchen Hood Suppression Systems.
    a. Underground Supply Piping
        i. All piping must be inspected ***before*** covering lines. All thrust blocks must be uncovered and all attached utilities (hydrants, PIV valves, etc.) must also be exposed. All underground piping shall also be subject to a 200# hydrostatic test prior to acceptance. The test must be observed upon achieving 200# and re-evaluated two (2) hours later, if the loss of pressure exceeds 5# the test is deemed a failure and a re-test must be scheduled. NFPA 24 section 10.10.2.2.
        ii. Upon acceptance of all underground utilities and the connection has been established with the approved water supply an inspection shall be scheduled for a flush test of all piping as required to be performed in NFPA 24 section 10.10.2.4.
    b. Fire Sprinkler Systems
        i. Rough In Inspection – An inspection shall be scheduled for all piping, valves, and other system equipment to ensure correct installation as approved in the submitted designed drawings.
        ii. Hydrostatic Testing – A hydrostatic test shall be scheduled for all piping, valves, and other system equipment related to the fire sprinkler system. The system will be subject to a 200# hydrostatic test prior to acceptance. The test must be observed upon achieving

200# and re-evaluated two (2) hours later, if there is ***any*** loss of pressure the test is deemed a failure and a re-test must be scheduled. NFPA 13 section 24.2.1.1.

iii. Final Inspection – A final inspection shall be scheduled upon completion and installations of all system components have been made. The system shall be connected to the water supply and ready for testing and approval. The inspection will include checking of all aspects of the related NFPA code (NFPA 13, 13R, and 13D) such as extra sprinkler heads, spacing, valve locations, and labeling of all components.

c. Fire Alarm Systems –
   i. Rough In Inspection – An inspection is required to ensure proper installation of all wiring, conduit, boxes, alarm panel location, and other system components prior to acceptance for "close up".
   ii. Final Inspection – An alarm test must be scheduled to ensure all zones or addressable features are properly labeled/indicated, audible coverage, battery back-up operation, strobe sequencing etc. All tests are done as directed in NFPA 72.

d. Commercial Cooking Hood Systems
   i. Rough In Inspection - An inspection is required to ensure proper installation of all system components such as the hood, ductwork, agent piping, pull station locations etc.
   ii. Final Inspection. Upon completion of the installation of all components a nitrogen test shall be scheduled and performed to ensure the proper operation of system components.

5. Final Inspection

a. A building final inspection shall be required and must be scheduled upon completion of the ***project prior to occupancy***. This inspection will ensure that all structural and system components are installed as approved and that the building is ready for occupancy. Testing will include GFI circuit tests, electrical system ground test, emergency lighting and exit sign tests (if applicable), egress points evaluated, etc.

Upon final inspection acceptance an Occupancy Permit shall be granted to the builder, contractor, or owner's representative/agent and based on the occupancy type (see Appendix A1) may be subject to an inspection to be conducted annually by The Office of the Fire Marshal

INSPECTIONS CHECKLIST

DATE	INSPECTOR	INSPECTION TYPE
____	_____	Site Inspection
____	_____	Framing Inspection
____	_____	Draft/Smoke/Fire Stops
____	_____	Final Inspection

Additional Inspections

____	_____	Sprinkler Underground Visual
____	_____	Sprinkler Underground Hydro Test
____	_____	Sprinkler Overhead (Piping, Valves, etc.) Visual
____	_____	Sprinkler Overhead Hydro Test
____	_____	Sprinkler Final Inspection
____	_____	Commercial Kitchen Hood Visual
____	_____	Commercial Kitchen Hood Final
____	_____	Fire Alarm Rough In Inspection
____	_____	Fire Alarm Final Inspection

*****Refer to the Inspection Schedule page for detailed information on each of the above inspection steps*****

*****This sheet must be completed for occupancy to be granted and all inspection scheduling is the responsibility of the builder, contractor, or owner's representative/agent*****

The Office of the Fire Marshal has adopted NFPA 1142 the standard for Water Supplies for Suburban and Rural Fire Fighting due to limited water availability in certain areas of our county. The immediate availability of water is critical in fire suppression efforts and shall be required on ***ALL*** new construction projects and will be evaluated on a case by case basis for all other renovation or change of occupancy requests.

The Following guidelines will be required in all situations where a water source must be provided.

- **Water Supplies With No Building Suppression Systems (Fire Sprinklers)**
  - The connection to the water source or tanks drafting connection must be a 6" male National Fire Thread. For water sources that will be pressure fed (well pump with reservoir tank) or connected to a static water source with gravity fed pressure (elevated water tanks, elevated cisterns, etc.) these connections shall be a 5" Stortz style connection.
  - All piping shall be adequate size to provide flow and venting during drafting operations.

- **Water Supplies To Building Fire Suppression Systems**
  - The water source must be provided with a method of replenishing or supplementing the source without interruption to the flow of water to interior fire suppression systems.
  - All supply and vent lines to interior fire suppression systems must be approved for size and rate of flow by the designing engineer of the fire suppression system(s).

- **Fire Department Access to Water Sources**
  - Width – Roadbed 12 feet
  - Alignment – Radius Centerline Curvature – 50 feet
  - Gradient – Maximum Sustained Grade – 8 %
  - Side Slopes – All cut and fill slopes to be stable for the soil involved
  - Drainage - Bridges, culverts, or grade dips shall be provided at all drainage way crossings; roadside ditches shall be deep enough to provide drainage with special drainage facilities (tile, etc.) at all seep areas and high water-table areas.
  - Surface - The surface shall be treated as required for year-round travel.
  - Erosion control - Measures shall be used as needed to protect road ditches, cross drains, and cut-and-fill slopes.

- Turnarounds - Where turnarounds are utilized during fire-fighting operations, they shall be designed with a diameter of 120 ft (36.5 m) or larger, as required, to accommodate the equipment of the responding fire department.
- Road Surface Load Capacity - Load-carrying capacity shall be adequate to carry the maximum vehicle load expected. (Average Fire Engine Weight 40,000 pounds)
- Access/Weather - The road shall be suitable for all-weather use.

- The tank/water source connection point shall not exceed three (3) feet from the ground surface and no special tools shall be required to gain access or operate any valves or caps.
- The site will readily identified with signage to read as follows:

FIRE DEPARTMENT CONNECTION

- This signage shall be on a white background of an all-weather material (aluminum or steel) with letters in red and no less than four (4) inches in height.
- Fire department access within ten (10) feet of the connection point is required.
- Drawings of the proposed site and all related piping, valves, and connections shall be submitted to the Office of the Fire Marshal prior to installation.

*****All required water sources must be established and made available before construction shall be allowed to start*****

*****The initial filling of the tank is the responsibility of the builder, contractor, or owner's representative/agent*****