

# APPLICATION FOR AUTOMATIC FIRE SPRINKLER SYSTEM

Community Development Department, O'Fallon City Hall  
 255 South Lincoln Avenue, 2<sup>nd</sup> Floor  
 O'Fallon, IL 62269 Phone (618)624-4500 x 4

(Do not write in this space -- For office use only)

Date: \_\_\_\_\_, \_\_\_\_\_

( ) Permit issue No. \_\_\_\_\_ ( ) Permit denied reason: \_\_\_\_\_

\* \* \* \* \*

**INSTRUCTIONS TO APPLICANTS:** All information required by the application must be completed and submitted **BY THE FIRE SPRINKLER CONTRACTOR**. Applicants are encouraged to visit the Community Development Department for any assistance needed in completing this form.

1. Name of property owner(s): \_\_\_\_\_ Phone: \_\_\_\_\_  
 Complete mailing address: \_\_\_\_\_  
 E-Mail: \_\_\_\_\_ Fax: \_\_\_\_\_
2. Contractor (Applicant): \_\_\_\_\_ Phone: \_\_\_\_\_  
 Complete mailing address: \_\_\_\_\_  
 E-Mail: \_\_\_\_\_ Fax: \_\_\_\_\_
3. Design professional name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Contact name: \_\_\_\_\_  
 \*Illinois Design Professional License #: \_\_\_\_\_  
 Complete mailing address: \_\_\_\_\_  
 E-Mail: \_\_\_\_\_ Fax: \_\_\_\_\_
4. Illinois State Fire Marshal Business Registration Number: \_\_\_\_\_
5. Property address (9-1-1 approved) of proposed construction: \_\_\_\_\_  
 Name and description of proposed type of business: \_\_\_\_\_  
 Proposed sprinkler system type of installation: \_\_\_\_\_ (NFPA 13, NFPA 13R, or NFPA13D)
6. ( ) New building (type of structure): \_\_\_\_\_  
 ( ) Tenant finish or remodel: \_\_\_\_\_
7. Total cost of work to be completed: \_\_\_\_\_

*The permit must be issued and paid for prior to installation of the automatic fire sprinkler system.*

Applicant \_\_\_\_\_

Dated: \_\_\_\_\_

Planning & Zoning Division Official

## Sprinkler System Working Plan Requirements

*The following information is required for permit approval. The working plan submittal shall include the manufacturer's installation instructions for any specially listed equipment, including descriptions, applications, and limitations for any sprinklers, devices, piping, or fittings.*

*Working plans shall be drawn to an indicated scale, on sheets of uniform size, with a plan of each floor, and shall show those items from the following list that pertain to the design of the system:*

- ☐ Provide 2 sets of plans and 1 PDF file.
- ☐ Ensure the “*application for special connection*” and the “*data sheet for proposed fire service installation*” have been completed and have been submitted to Public Works c/o Jo Downs.
- ☐ Make, type, model, and nominal K-factor of sprinklers including sprinkler identification number
- ☐ Temperature rating and location of high-temperature sprinklers
- ☐ Total area protected by each system on each floor
- ☐ Number of sprinklers on each riser per floor
- ☐ Total number of sprinklers on each dry pipe system, pre-action system, combined dry pipe, pre-action system, or deluge system
- ☐ Approximate capacity in gallons of each dry pipe system
- ☐ Pipe type and schedule of wall thickness
- ☐ Nominal pipe size and cutting lengths of pipe (or center-to-center dimensions). Where typical branch lines prevail, it shall be necessary to size only one typical line
- ☐ Location and size of riser
- ☐ Type and locations of hangers, sleeves, braces, and methods of securing sprinklers when applicable, seismic bracing
- ☐ Show location of gauges, test valves, main and auxiliary drains
- ☐ Make, type, model, and size of alarm or dry pipe valve
- ☐ Make, type, model, and size of pre-action or deluge valve
- ☐ Model and mounting location of exterior horn/strobe device
- ☐ Size and location of standpipe risers, hose outlets, hand hose, monitor nozzles, and related equipment
- ☐ Fire service main sizes, lengths, locations, weights, materials, point of connection to city main; the sizes, types and locations of valves, valve indicators, regulators, meters, and valve pits; and the depth that the top of the pipe is laid below grade

- ☐ Where the equipment is to be installed as an addition to an existing system, provide the design of the existing system indicated on the plans to make all conditions clear
- ☐ The information on the hydraulic data nameplate must be permanently affixed to all hydraulically designed systems
- ☐ A graphic representation of the scale used on all plans
- ☐ Hydraulic reference points shown on the plan that correspond with comparable reference points on the hydraulic calculation sheets
- ☐ The total quantity of water and the pressure required noted at a common reference point for each system
- ☐ The setting for pressure-reducing valves
- ☐ Information about backflow preventers (manufacturer, size, type)
- ☐ Information about antifreeze solution used (type and amount)
- ☐ Size and location of hydrants, showing size and number of outlets and if outlets are to be equipped with independent gate valves. Whether hose houses and equipment are to be provided, and by whom, shall be indicated. Static and residual hydrants that were used in flow tests shall be shown
- ☐ Size, location, and piping arrangement of fire department connections
- ☐ Seal on the plans
- ☐ Catalog cut sheets for all sprinkler, pipe fittings, hangers, and all related equipment

**\*\* Submit this completed checklist with the permit application.\*\***

**CITY OF O'FALLON**  
**Department of Public Works**  
**255 S. Lincoln Ave.**  
**618-624-4500 Ext.3**  
**DATA SHEET FOR PROPOSED FIRE**  
**SERVICE INSTALLATION**  
**Including**  
**FIRE PUMP AND RELATED FACILITIES**

Name of Responsible Party for Billing: \_\_\_\_\_

Service Address: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Phone \_\_\_\_\_ Date Service Requested \_\_\_\_\_

Please provide the following information:

1. The building to be served by this fire service will be used as: \_\_\_\_\_
2. The building will be constructed of \_\_\_\_\_
3. The building will have a roof constructed of \_\_\_\_\_
4. There will be \_\_\_\_\_ sprinkler heads in the building.
5. There will be \_\_\_\_\_ hydrants in or surrounding the building.
6. There will be \_\_\_\_\_ hose closets in the building.
7. Fire Pump Data: \_\_\_\_\_ Maximum G.P.M. at \_\_\_\_\_ Total head.  
(Attach Pump Data and Specifications)
8. Elevated Tank \_\_\_\_\_ Gallon \_\_\_\_\_ Feet to bottom of tank \_\_\_\_\_ feet to top of tank.
9. Reservoir \_\_\_\_\_ Gallons.
10. The maximum height of the sprinkler heads above ground level will be \_\_\_\_\_ ft.
11. Fire Flow requirements: \_\_\_\_\_ g.p.m. at \_\_\_\_\_ p.s.i. residual pressure, to meet the insurance carrier and underwriters requirements, at the vault or service connection to City of O'Fallon water main.
12. There will be \_\_\_\_\_ square feet sprinkled.
13. There will be \_\_\_\_\_ floors in the structure to be protected.
14. Name or Company for which contracts are to be prepared: \_\_\_\_\_  
\_\_\_\_\_, Incorporated in State of \_\_\_\_\_.

Please Print

Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

## ***Fire Sprinkler & Fire Alarm System Inspections***

**All inspections are scheduled through the Community Development office.**

### **FIRE LINE and FIRE DEPARTMENT CONNECTION:**

- The underground fire line will require a visual inspection of the piping and all thrust blocks prior to backfilling.
- The fire line must be pressure tested and flushed prior to connecting to the sprinkler system.
- Hydrostatic testing (200 lb. test) of the fire sprinkler system must be scheduled and completed by **our Office**.

### **FIRE SPRINKLER SYSTEM Testing:**

- Must be scheduled 24 hours in advance. **Our Office** will notify all other parties of the test, including Fire Dept.

### **FIRE ALARM SYSTEM COMMISSIONING:**

- Must be scheduled 24 hours in advance. **Our Office** will notify all other parties of the test, including Fire Dept.

### **KITCHEN HOOD INSPECTIONS:**

- Visual light test of the welds of the hood system, **prior to installation**.
- The hood dump must be scheduled 24 hours in advance **through the Community Development Department**.

**If you have any questions during the inspection and construction process, please do not hesitate to contact the Community Development Department at (618) 624-4500 ext. 4.**