



**CITY OF CLEVELAND**  
Mayor Justin M. Bibb

# Fire Protection Application For Fire Alarms



Fire Prevention Bureau • 1645 Superior Ave., E • 216.664.6664 • F: 216.664.6681  
Hours of Operation: Weekdays 7:30 am to 4:30 pm

All approved permits are subject to revocation for cause at any time.  
*The issuance of a fire permit by the Fire Prevention Bureau does not exempt the applicant from any required review and approval by the Department of Building and Housing.*

<b>This section: City of Cleveland Use Only</b>	PERMIT NUMBER	DATE APPROVED	FEE

## BUILDING PERMIT NUMBER

**B-**

## FACILITY INFORMATION

NAME OF FACILITY		OCCUPANCY	FACILITY STREET ADDRESS
CITY <b>Cleveland</b>	STATE <b>OH</b>	FACILITY ZIP	FACILITY TELEPHONE NUMBER
FACILITY EMERGENCY CONTACT NAME AND POSITION			EMERGENCY CONTACT TELEPHONE NUMBER

## FIRE ALARM / DETECTION INFORMATION

CHOOSE ONE:     Automatic System     Manual System

PROTECTION TYPE: CHECK APPROPRIATE BOX(ES)  
 Fire Alarm     Fire Detection     Combined Fire Alarm-Detection     Tamper/Flows #: \_\_\_\_\_  
 Other: \_\_\_\_\_

AREAS TO BE PROTECTED

MAKE / MANUFACTURER / MODEL

Pre-signal                       General Evacuation                       Zone Evacuation                       Remote Station  
 Smoke Control Station                       Central Station                       Proprietary Station  
 Annunciator: Location \_\_\_\_\_

SUPPLY SOURCE

2nd SUPPLY SOURCE

DISCONNECT LOCATION

COMPLIES WITH  
 NFPA 70     NFPA 72

## NUMBER OF DEVICES

# of Audible Signals:	# of Visual Signals:	# of Audible / Visual Signals:
# of Pull Stations:	# of Duct Detectors:	# of Supervisory Devices:
Fixed Temp Heat Detectors:	Rate of Rise Heat Detectors:	Combination Heat Detectors:
Photoelectric Smk Detectors:	Ion Smoke Detectors:	Combo Smoke Detectors:
CO Detectors:	CO Alarms:	Combo CO Detector-Alarms:
Other Devices (Explain):		
		<b>Total:</b>

## FACILITY INFORMATION

NAME OF FACILITY	FACILITY STREET ADDRESS
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The acceptance of the permit herein applied for shall constitute an agreement on (my/our) part to abide by all the conditions herein contained, and to comply with all ordinances of the City of Cleveland, the laws of the State of Ohio, and all the rules and regulations of the State Fire Marshal, the Chief of the Division of Fire and the Board of Building Standards & Building Appeals, relating to the installation of Fire Protection, Detection or Fire System.

## APPLICANT INFORMATION

APPLICANT NAME AND TITLE (PRINT OR TYPE)		APPLICANT TELEPHONE NUMBER	
APPLICANT STREET ADDRESS	CITY	STATE	ZIP
APPLICANT EMAIL ADDRESS		FIRE PROTECTION LICENSE #	
SIGNATURE <b>X</b>	DATE		

## GENERAL CONTRACTOR COMPANY INFORMATION

COMPANY NAME	OHIO FIRE PROTECTION ANNUAL CERTIFICATION NUMBER		
STREET ADDRESS	CITY	STATE	ZIP
PHONE NUMBER	ESTIMATED COST		
REMARKS			

## PROPERTY OWNER INFORMATION

BUSINESS NAME	OWNER NAME		
OWNER STREET ADDRESS	CITY	STATE	ZIP
OWNER PHONE NUMBER			
PROPERTY OWNER SIGNATURE <b>X</b>	DATE		

## FIRE PREVENTION BUREAU SECTION - DO NOT WRITE IN SHADED AREA

<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	PERMIT NUMBER	CHIEF OF DIVISION PER (NAME)	FIRE PLANS EXAMINER SIGNATURE <b>X</b>	DATE
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## COMPLETE APPLICATION INSTRUCTIONS

1. You must submit 3 sets of plans stamped by a certified design professional along with this completed application including Building Permit Number. This application must be filled out by a certified contractor or their representative.
2. The shop drawings will then be examined by the Fire Chief or his designee. Once he/she verifies the devices / heads / gallons of product, etc. he/she will then process the fee. (See the fee schedule)
3. As the Fire Chief or his designee reviews the drawings, he/she will note any changes that are needed to be made. **Do not start any job without your approved permit.**
4. Once your plans have been approved for permitting, you will receive a notice to the email you provided along with the fee amount due:
  - A. Upon receipt of approval and fee amount, please bring check or money order made out to "City of Cleveland" for the amount identified in your notice.
  - B. Your stamped plans will be returned, and permit issued at that time. Our office is located at 1645 Superior Ave, Cleveland, Ohio. Office hours for pickup and delivery of plans and permits are Monday thru Friday 8:15am – 4:00pm. Schedule may differ for City Holidays. There is parking in the rear of the building off Rockwell or on E 17th; however, you will need to enter the building at the Superior Ave entrance (corner of E17th & Superior).
  - C. Once work is complete, call 216-664-6664 to schedule inspections. Once inspections are complete, the permitting job is complete.