

# Fire Marshal's Office

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**Wicomico County**  
Department of  
Planning, Zoning, &  
Community Development

## PLAN SUBMITTAL GUIDELINES FOR FIRE CODE PLAN REVIEW

Implementation: 1/1/97

One complete set of **neatly bound and legible** prints, for our retention, containing floor plans, details, general notes and technical specifications, drawn to scale and dimensioned, sufficiently complete and detailed to show clearly the scope of the work to be performed and the project upon completion. Maximum sheet size is 48" by 30", minimum scale on all plans is 1/8"=1'. The **original** seal and signature of the responsible Maryland licensed Registered Architect or Professional Engineer, as appropriate, **must** be on all drawings.

Drawings should contain, but not be limited to, the following information as applicable:

### Site Plans:

- Vicinity map, north arrow, date and scale
- Property lines, lot or parcel numbers with block number and record plat or deed reference.
- Locations and names of existing or proposed highways and streets serving the site.
- Location of all underground storage tanks, etc.
- Location of all required fire and rescue vehicle access lanes, noting material, load rating, width and overhead clearances, etc.
- Location and sizes of all fire hydrants, fire protection water mains feeding hydrants and buildings including static pressures and flow characteristics (if known).

### Architectural Plans:

- Name and street address of project
- Names, addresses and telephone numbers of owner(s), architect(s), and consultant(s).
- List of material symbols used on drawings
- Scaled and dimensioned foundation/floor plans showing the use of all spaces/rooms and means of egress.
- Scaled reflected ceiling plans
- Clear indication of firewall locations and ratings, and Use Group separations and ratings. Include listed /approved design number used.
- Scaled roof plans and building exterior elevations clearly showing all openings
- Scaled building interior elevations with complete sections and details for foundations, floors, walls and roofs, properly cross-referenced as appropriate.
- Window and door schedules.
- Detailed stairway and/or ramp plans and sections, including guards and handrails with all dimensions shown
- Room finish schedule
- Location and ratings of all vertical openings, shafts, flues, etc.
- Clouds, if used, must be identified and dated.

## **PLAN SUBMITTAL GUIDELINES FOR FIRE CODE PLAN REVIEW (cont.)**

### **Electrical Plans:**

- Scaled floor plans and reflected ceiling plans indicating light and power wiring diagrams, location of fixtures, outlets, and equipment, clear indication of fixtures on emergency circuits or independent power source and exit light markings.
- Emergency generating equipment
- Fire alarm riser diagrams
- Fire alarm system components locations
- List of electrical symbols used on drawings
- Schedule for fixtures

### **Mechanical Plans:**

- Clear indication of the type of heating equipment (oil, gas, electric, etc.) and corresponding fuel distribution lines.
- Reflected ceiling plans, roof plans and elevations or sections, indicating size and location of duct work, piping, grilles, fire dampers, etc.
- Location and size of air handling equipment and plenums.
- Location of exhaust equipment and associated ducts and fire dampers
- Location of unit heaters, ventilators, rooftop units, heat pumps, duct heaters, etc.
- Equipment schedule.
- List of mechanical symbols used on drawings.

### **Fire Alarm Plans:**

- Equipment schedule for all equipment including catalog cuts annotated to show exact models to be used
- Wiring diagram showing all terminal connections at devices and panels. Typical circuits and/or devices may be shown once.
- Riser diagram showing all devices and panels. Give all wire counts.
- Sequence of operations for all initiating devices, show all system outputs such as audible & visual devices, annunciation, door and damper closure, AHU shutdown, door unlocking, smoke control system activation, sprinkler system activation, etc.
- Battery calculations showing all devices and current draw.

### **Fire Suppression System Plans:**

- The construction documents and shop drawings submitted shall contain sufficient detail as outlined herein to evaluate the protected hazard and the effectiveness of the system.

Construction documents for fire protection systems should be submitted with the construction documents for the construction permit. Included shall be information on the contents, the occupancy, the location and arrangement of the structure and contents involved, the exposure to any hazard, the extent of the system coverage, the suppression system design criteria, the supply and extinguishing agents, the location of any standpipes, and the location and method of operation of detection and alarm devices.

Shop drawings for the installation of fire protection systems should be submitted for review and approval prior to the installation of a fire protection system. Included on the shop drawings shall be information showing the basis for compliance with the design density, the specific arrangement of the system, the devices and their method(s) of operation, and the suppression

## **PLAN SUBMITTAL GUIDELINES FOR FIRE CODE PLAN REVIEW (cont.)**

agent. The details on the construction documents or shop drawings for the fire protection system shall include design considerations, spacing and arrangement of fire protection devices, protection agent supply and discharge requirements, calculations with sizes and equivalent lengths of pipe and fittings, and protection agent source. Sufficient information shall be included to identify the apparatus and devices utilized and other information as required by this code.

### **General notes:**

- The construction documents should show in sufficient detail the location, construction, size and character of all exits, together with the arrangement of aisles, corridors, passageways, and hallways leading thereto in compliance with the provisions of the codes.
- Construction documents for all building should designate the type of construction and the fire resistance rating of all structure elements as required by this code. The construction documents should include documentation of supporting data substantiating all required fire resistance ratings.
- Construction documents for buildings more than two stories in height should indicate where penetration will be made for electrical, mechanical, plumbing and communication conduits, pipes and systems, and should also indicate the materials and methods for maintaining the required structural integrity, fire resistance rating and fire stopping.
- Construction documents for all buildings and structures that are designed for human occupancy, other than buildings with occupancies in Use Groups I-1, R-2 and R-3, should designate the number of occupants to be accommodated in the various rooms and spaces; where means of artificial lighting and ventilation are required, the documents should include sufficient details and description of the mechanical system to be installed as required by code.
- The construction documents should show in sufficient detail all applicable features and clearance of the mechanical appliances and systems, including: size and type of apparatus; construction of flue, stack or chimney, stack connections, type of fuel, method of operation, and the method of compliance with all regulations for the class and type of equipment installed.