



Town of Plymouth
Fire Department
Fire Prevention & Code Compliance Division
114 Sandwich Street
Plymouth, Massachusetts 02360
508-830-4213 x 2
Fax 508-830-4174

Plan Submittal, Review, Permitting, Inspection and Acceptance Testing
Procedure

Concept Proposal
Zoning Approval
Building Permit Application

Fire Department Pre-Construction Conference

Discuss local ordinances, by-laws, AHJ issues

Plan Submission & Review

Submit plans, 1 full size, 1 half-size, 1 CD (Adobe format preferred)
Fire Protection Narrative Report
Cut sheets for all fire alarm and sprinkler system devices

Permit Application(s)

Contractor or Installer submits copy of MA state contractor or technician license

Fire Dept. permits required for:

Smoke, Carbon Monoxide & Heat detectors, sprinkler, fire alarm, hood
suppression (Ansul system), cutting/welding operations, fuel storage tanks, LP
Gas tanks & cylinders, Demolition of a structure, tentage, portable or temporary
heating appliances

Inspections

Site inspections occur during phases of construction & prior to enclosure of any
system devices such as concealed sprinkler heads, zone valves, duct detection,
etc.

Acceptance Testing

**An inspection and testing appointment date requires 7-10 days advance
notice**

Requests for acceptance testing should occur only when the building is ready for
occupancy and all systems are 100% ready

All fire protection systems will be tested on the same day and time

All installers and contractors will be present to conduct testing

Completion paperwork, installer's affidavits, test reports must be presented prior
to permit sign-off and occupancy certification