

Fire Protection System Permitting Process

The installation or modification of any fire protection system requires a permit from the Fire Department.

The application should include the following:

- Shop drawings with applicants name and professional license number (engineer's stamp as required)
- Brief written description of work
- Equipment submittals
- Applicable calculations
- Copy of Fire Protection Narrative (as outlined in 780 CMR 9)
- Owner's Certificate for fire suppression systems (as outlined in NFPA 13)

Propane Installation Permits

Site Plan Sketch showing location of tank(s) in relation to closest property line and openings in structures

Cutting/Welding Permits

Prior to the issuance of the permit, the applicant shall provide written authorization signed by the property owner or his agent describing the scope and specific locations where the work is to be performed.

* The Fire Department requires a **paid fire detail** for all hotwork performed indoors and/or on the exterior structure of all occupied buildings, and for cutting/burning operations in buildings under demolition.

* A fire detail is not required for hotwork performed in unoccupied buildings under construction, however, a **fire watch** is required to be provided by the welding contractor.

Flammable Storage Permits

Prior to the issuance of the permit, the applicant must provide an inventory of all flammable or combustibles stored on site.

The inventory document shall include the following information:

- * Chemical/Product Name
- * Maximum Quantity Gallons/Pounds
- * Flashpoint
- * Classification
- * Storage Vessel
- * Location Where Stored/Used

Example:

Chemical/Product	Maximum Quantity	Flashpoint	Classification	Storage	Location where
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Name	Gallons/Pounds			Vessel	used/stored
Methanol	5 Gal	54F	Class 1B	Glass - 1 Gal	Engineering Lab

Open Burning Permits Applications for open burning permits are available online or at the Fire Department administration office.

All Other Permits Follow the guidelines outlined in the applicable section Massachusetts Fire Prevention Code 527.