

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 Permit

Site plan sketch showing location of tank(s) in relation to closest property line and openings in structures.

Cutting/Welding Permit

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. A completed within one year NFPA certificate. Certificate of Insurance, and applicable permit fee.

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 Permit

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 with a total amount for each flammable class within each control area.

Example:

Chemical/Product Maximum Qty Flashpoint Classification Storage Location

Name Gallons/Pounds Vessel used/stored

Methanol 5 Gallons 54F Class1B Glass Lab

Installation or Removal of Fuel Storage Tank

Completed appropriate permit (FP-006, or FP-292)

Use Storage or Handling of Chemicals or Hazardous Materials

Per 527 CMR 1.0

Process or Processing of any Hazardous Material at any Facility

Per 527 CMR 1.0

Refueling Cargo tanks, Portable Tanks or Transfer Tanks

Per 527 CMR 1.0

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 for Massachusetts Fire Prevention Code 527.