



CITY OF JACKSONVILLE
JACKSONVILLE FIRE DEPARTMENT
(910) 455-8080 Fax: (910) 455-4036



APPLICATION FOR FIRE PROTECTION
PERMIT/PLAN REVIEW

Date: _____ Construction Permit _____ Operational Permit(OP) _____

TYPE OF PERMIT:

- Standpipe System, Compressed gases, Carnivals and fairs (OP), Exhibits and trade shows, Fire pumps and related equipment, Flammable and combustible liquids (OP), Temporary membrane structures, tents, and canopies, Liquid- or gas-fueled vehicles or equipment in assembly buildings (OP), Fire Protection Plan Review Fee (For Sprinkler or Fire alarm plans, based on Sq. Ft.)
Fire Alarm, Industrial ovens (OP), Covered mall buildings (OP), Explosives, Open burning (OP), Pyrotechnic special effects material (OP), Fumigation and thermal insecticidal fogging (OP), Other
Automatic Fire Extinguishing System, Amusement buildings (OP), Spraying or dipping, Hazardous Materials, Private fire hydrants

SEE BACK OF PAGE FOR FEE CALCULATIONS

Business Name: _____

Street Address of Job Site: _____

Owner Name: _____ Telephone #: (____) _____

Social Security # or Tax ID #: _____

Address: _____ City: _____ State: _____ Zip: _____

*For New Construction Only:

*Contractor: _____ Telephone #: (____) _____

*Address: _____ City: _____ State: _____ Zip: _____

*N. C. State License No.: _____ Class(es): _____

*Plans Submitted: Yes No Date Submitted: _____

*Description of Work: _____

*General Building Application #: _____

All information must be completed before application will be processed.

The undersigned makes applications for permits and inspection of work described and agrees to comply with all applicable state and local codes and laws regulating the work. All fees are in accordance to the Service and Permit fee schedule based on work description. Double fees will be charged when work is started prior to obtaining a permit.

Send Application/Payment to:
Revenue Collections, P. O. Box 128, Jacksonville, NC 28541
(or may be paid in person at City Hall, 211 Johnson Blvd.)

Owner/Agent: _____ Date: _____

FIRE DEPARTMENT USE ONLY:		
Date Received: _____	Property Inspection Frequency: #: _____	
Fire Official Approved: _____	Receipt #: _____	
Date Approved: _____	Permit PIN(s) #: _____	

Calculation of Fee(s):

Automatic Fire Extinguishing System	60.00 + (.009 x _____ sq. ft.)	= _____
Fire Alarm/Detection System	60.00 + (.009 x _____ sq. ft.)	= _____
Fire Protection Plan Review	<10,000 sq. ft. (25.00)	= _____
	>10,000 sq. ft. (50.00)	= _____
Other Permit (From Front of Page) _____		= _____
Other Permit (From Front of Page) _____		= _____
Other Permit (From Front of Page) _____		= _____
<u>TOTAL FEES</u>		= _____

NOTE: Attached Fee Schedule explains the Fire Prevention Code Required Permits/Fees.

FIRE DEPARTMENT FEES AND CHARGES

FEE/CHARGE	AMOUNT	AUTHORITY
Fire fighting fee for property outside City limits	See formula below	City Ordinance (43-80) 12-02-80

Calculation of Fees:

$\text{Fire Budget} + 10\% \times \text{Assessed Valuation} \times 1.5 = \text{Annual Fee}$
 Total Assessed Valuation of City of property

Special Permit Fees as required by Volume V Fire Code (Enforcement by Fire Chief, Fire Marshal, or designated assistant) \$45.00 minimum

Hazardous Material Emergency Charges and Special Events:

Response Units (Engines, Squads, ea)	(per hour) \$200.00
Personnel	1.5 x hourly rate
Rental Equipment	At cost
Supplies and Materials	At cost plus 15%

FIRE INSPECTION FEE SCHEDULE

The first fire inspection shall be at no charge (except in the ETJ). The following fees are imposed for re-inspections due to violations/incomplete projects.

These fees shall be based upon the square footage of a building and shall be computed as follows:

<u>Building Size</u>	<u>Fee</u>
5,000 square feet or less	\$35.00 (except 1 st inspection) \$35.00 (all ETJ Inspections)
In excess of 5,000 square feet	\$35.00 plus \$1.00 for each additional 1,000 sq. ft or portion thereof
<u>False Alarm Fees (per City Ordinance)</u>	
Third False Alarm Fee	\$50.00
Fourth False Alarm Fee	\$75.00
Fifth or more False Alarm Fee (or greater)	\$100.00
Alarm System Reinstatement Fee	\$25.00
<u>Fire Protection Plan Review Fee</u>	
For review of fire alarm or fire sprinkler Plans (not credited towards permit fees).	<10,000 sq. ft. \$25.00 >10,000 sq. ft. \$50.00

FIRE PREVENTION CODE REQUIRED PERMITS

Operational Permits

An operational (fire) permit allows the applicant to conduct an operation of a business for which a permit is required by the NC Fire Prevention Code. The prescribed duration of the operational permit is the same as the frequency of the state mandated fire inspection schedule for the given type of occupancy. The initial fee for an operational permit is waived if a construction permit of the same type has been issued immediately prior to the operational permit.

Amusement buildings (105.6.2) – An operational permit is required to operate a special amusement building. \$60.00

Carnivals and fairs (105.6.4)– An operational permit is required to conduct a carnival or fair \$45.00

Covered mall buildings (105.6.10) – An operational permit is required for: \$45.00

- A. The placement of retail fixtures and displays, concession equipment, displays of highly combustible goods and similar items in the mall.
- B. The display of liquid- or gas-fired equipment in the mall.
- C. The use of open-flame or flame-producing equipment in the mall.

Exhibits and trade shows (105.6.14) – An operational permit is required to operate exhibits and trade shows. \$45.00

Explosives (105.6.15) – An operational permit is required for the manufacture, storage, handling, sale or use of any quantity of explosive, explosive material, fireworks, or pyrotechnic special effects within the scope of Chapter 33 of the Fire Prevention Code. \$100.00
Exception: Fireworks allowed by North Carolina General Statute 14-414.

Flammable and combustible liquids (105.6.17) – An operational permit is required as follows: \$60.00

- A. To operate tank vehicles, equipment, tanks, plants, terminals, wells, fuel-dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, processed, transported, stored, dispensed, or used.
- B. To install, alter, remove, abandon, place temporarily out of service (for more than 90 days) or otherwise dispose of an underground, protected above-ground or above-ground flammable or combustible liquid tank.
- C. To change the type of contents stored in a flammable or combustible liquid tank to a material which poses a greater hazard than that for which the tank was designed and constructed.
- D. To manufacture, process, blend or refine flammable or combustible liquids.

E. To engage in the dispensing of liquid fuels into the fuel tanks of motor vehicles at commercial, industrial, governmental, or manufacturing establishments.

F. To utilize a site for the dispensing of liquid fuels from tank vehicles into the fuel tanks of motor vehicles at commercial, industrial, governmental or Manufacturing establishments.

Fumigation and thermal insecticidal fogging (105.6.20) – An operational permit is required to operate a business of fumigation or thermal insecticidal fogging and to maintain a room, vault or chamber in which a toxic or flammable fumigant is used. \$45.00

Hazardous Materials (105.6.21) – An operational permit may be required to store, transport on site, dispense, use or handle hazardous materials in excess of the amounts listed in Table 105.6.21 of the Fire Prevention Code. \$60.00

Liquid- or gas-fueled vehicles or equipment in assembly buildings (105.6.27) – An operational permit is required to display, operate or demonstrate liquid- or gas-fueled vehicles or equipment in assembly buildings. \$45.00

Open burning (105.6.31) – An operational permit may be required for the kindling or maintaining of an open fire or a fire on any public street, alley, road, or other public or private ground. Instructions and stipulations of the permit shall be adhered to. \$45.00

Private fire hydrants (105.6.35) – An operational permit is required for the removal from service, use or operation of private fire hydrants. Exception: A permit is not required for private industry with trained maintenance personnel, private fire brigade or fire departments to maintain, test and use private hydrants. *\$45.00

*Fee only applied if work done before permit is issued.

Pyrotechnic special effects material (105.6.36) – An operational permit is required for use and handling of pyrotechnic special effects material. \$60.00

Spraying or dipping (105.6.41) – An operational permit is required to conduct a spraying or dipping operation utilizing flammable or combustible liquids or the application of combustible powders regulated by Chapter 15 of the Fire Prevention Code. \$60.00

Temporary membrane structures, tents, and canopies (105.6.43) – An operational permit is required to operate an air-supported temporary membrane structure or a tent having an area in excess of 200 square feet (19 m²), or a canopy in excess of 400sq ft (37 m²). Exceptions: \$45.00

A. Tents used exclusively for recreational camping purposes.

B. Fabric canopies and awnings open on all sides which comply with all of the following:

B.1 Individual canopies shall have a maximum size of 700 sq ft (65 m²).

B.2 The aggregate area of multiple canopies placed side by side without a fire break clearance of 12 feet (3658 mm) shall not exceed 700 sq ft (65 m²) total.

- B.3 A minimum clearance of 12 feet (3658 mm) to structures and other tents shall be provided.
- C. Funeral tents and curtains or extensions attached thereto when used for funeral services.

Construction Permit

A construction (fire) permit allows the applicant to install or modify systems and equipment for which a permit is required by the NC Fire Prevention Code and identified in the City Fee Schedule.

Automatic fire extinguishing systems (105.7.1) - A construction permit is required for installation of or modification to an automatic fire-extinguishing system. Maintenance performed in accordance with the Fire Prevention Code is not considered a modification and does not require a permit. \$60.00
+.009 per sq ft

Compressed gases (105.7.2) – When the compressed gases in use or storage exceed the amounts listed in Table 105.6.9, a construction permit is required to install, repair damage to, abandon, remove, place temporarily out of service, or close or substantially modify a compressed gas system. Exceptions: \$60.00

A. Routine maintenance.

For emergency repair work performed on an emergency basis, application for permit shall be made within two working days of commencement of work.

Fire alarm and detection systems (105.7.3) - A construction Permit is required for installation of or modification to fire alarm and detection systems and related equipment. Maintenance performed in accordance with the Fire Prevention Code is not considered a modification and does not require a permit. \$60.00
+.009 per sq ft

Fire pumps and related equipment (105.7.4) - A construction permit is required for installation of or modification to fire pumps and related fuel tanks, jockey pumps, controllers, and generators. Maintenance performed in accordance with this code is not considered a modification and does not require a permit. \$45.00

Flammable and combustible liquids (105.7.5) – A construction permit is required: \$100.00

A. To install, construct, or alter tank vehicles, equipment tanks, plants, terminals, wells, fuel-dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, processed, transported, stored, dispensed or used.

B. To install, alter, remove, abandon, place temporarily out of service or otherwise dispose of a flammable or combustible liquid tank.

Hazardous materials (105.7.6) – A construction permit is required to install repair damage to, abandon, remove, place temporarily out of service, or close or substantially modify a storage facility or other area regulated by Chapter 27 of the Fire Prevention Code \$100.00

when the hazardous materials in use or storage exceed the amounts listed in Table 105.6.21 of the Fire Prevention Code. Exceptions:

1. Routine maintenance.
2. For emergency repair work performed on an emergency basis, application for permit shall be made within two working days of commencement of work.

Industrial ovens (105.7.7) – A construction permit is required for installation of industrial ovens covered

- A. Routine maintenance.
- B. For repair work performed on an emergency basis, application for permit shall be made within two working days of commencement of work.

Private fire hydrants (105.7.9) – A construction permit is required for the installation or modification of private fire hydrants. \$45.00

Spraying or dipping (105.7.10)– A construction permit is required to install or modify a spray room, dip tank or booth. \$45.00

Standpipe systems (105.7.11) – A construction permit is required for the installation, modification, or removal from service of a standpipe system. Maintenance performed in accordance with the Fire Prevention Code is not considered a modification and does not require a permit. \$45.00

Temporary membrane structures, tents and canopies (105.7.12)– A construction permit is required to erect an air-supported temporary membrane structure or a tent having an area in excess of 200 square feet (19 m²), or a canopy in excess of 400 square feet (37 m²). \$45.00

Exceptions:

1. Tents used exclusively for recreational camping purposes.
2. Funeral tents and curtains or extensions attached thereto, when used for funeral services.
3. Fabric canopies and awnings open on all sides which comply with all of the following:
 - a. Individual canopies shall have a maximum size of 700 square feet (65 m²).
 - b. The aggregate area of multiple canopies placed side by side without a firebreak clearance of 12 feet shall not exceed 700 square feet (65 m²) total.
 - c. A minimum clearance of 12 feet (3658 mm) to structures and other tents shall be provided.