

**City of Monterey**  
**Fire Prevention Bureau**  
**Requirement Fire Alarm Plans & Systems**

This memo is to set the requirements as to what the Monterey Fire Department requires when submitting fire alarm plans and other systems. There is a permit fee charged by the City of Monterey on plan review. The Authority Having Jurisdiction has the authority to reduce the following requirements depending on the nature of the install. The installers must have the Fire Authority sign for the approval in reducing requirements prior to the install.

**Article 10 – California Fire Code – Fire Protection Systems and Equipment**

**Section 1001.3 Plans.** Complete plans and specifications for fire alarm systems; fire extinguishing systems, including automatic sprinkler standpipe systems; clean agent systems and other special types of automatic fire-extinguishing systems; and other fire protection systems and appurtenances thereto shall be submitted to the fire department for review and approval prior to the system installation. Plans and specifications for fire alarm systems shall include, but not limited to, a floor plan; location of all alarm-initiating and alarm-signaling devices; alarm-control- and trouble-signaling equipment; annunciating; power connection; battery calculations; conductor type and sizes; voltage drop calculations; and manufacture, model numbers and listing information for all equipment, devices and materials and State Fire Marshal listing number of all equipment, devices and materials requiring listing.

**1-6 Documentation National Fire Alarm Code**

**1.6-1 Approval and Acceptance**

**1-6.1.1** The authority having jurisdiction shall be notified prior to the installation or alteration of equipment or wiring, At its request, complete information regarding the system or system alteration, including specifications, wiring diagrams, battery calculation, and floor plan shall be submitted for approval.

**1-6.1.2** Before requesting an inspection for final approval of the installation, the installing contractor shall provide a test of the system prior to calling for an inspection to assure that the alarm system is operating properly. The Fire Alarm Company shall provide the signals from the test and a Fire Alarm System Record of Completion once the system has been installed in accordance with the approved plans and tested in accordance with the manufacture's specifications and the appropriated NFPA requirements. The acceptance test then will being signed off by the Fire Authority.