



## MACON-BIBB COUNTY BUSINESS DEVELOPMENT SERVICES

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# FIRE SUPPRESSION SYSTEMS SUBMITTAL REQUIREMENTS

Plans and supporting project documents, when accepted and approved by Macon-Bibb County become a legal document that is used during construction and then archived under state law. Submittals must accurately and clearly convey what is being constructed and demonstrate compliance with those codes and standards adopted at time of approval.

The following requirements apply to all new commercial buildings, structures, or additions. In addition to these requirements, please review the Macon-Bibb County Handout titled *Electronic Document Submittal Requirements* for all plans submitted online through Community Connect for review and permitting.

Community Connect is the portal used by Macon-Bibb County to submit and permit projects online. To create an account, please contact the Permitting Section at [buildingpermits@maconbibb.us](mailto:buildingpermits@maconbibb.us).

### GENERAL PLAN REQUIREMENTS:

- ✓ All documents, when composed of multiple sheets must be bounded or stapled at time of submittal. Staff cannot accept loose plan sheets or documents.
- ✓ Minimum Drawing Size Requirements shall be:
  - 11" x 17" for minor commercial permits
  - 22"x 34" for commercial permits
  - Smaller sheet sizes for minor permit applications may be acceptable but first must be approved by the Macon-Bibb County Chief Building Official or the Fire Plans Examiner prior to submittal.
- ✓ Plans shall be prepared using a design or drafting software. Hand drawn plans may be accepted when legible using blue or black ink drawings or submitted as a photocopy.
- ✓ Plans shall be fully dimensioned and drawn to a minimum 1/4"-1'-0" scale or greater. Other architectural scales may be acceptable but first must be approved by the Macon-Bibb County Chief Building Official or Plans Examiner prior to submittal.
- ✓ The scale shall be indicated on each page and on each separate portion of the design
- ✓ Drawings are to be fully dimensioned
- ✓ The plan sheets must include a Title Block, with the following minimum information:

- Project address
- Seal from the registered design professional
- Sheet name
- Sheet number
- ✓ The submittal must include a separate submittal of all supporting documents, based on the project scope. This may be composed of but not limited to the following:
  - Hydraulic calculations where systems are required to be calculated (NFPA 13-2019 Section 27.1.1.1(2))
  - Data sheets / material sheets for the system components (NFPA 13-2019 Section 27.1.1.1(3))
  - Signed copy of the Owner's Information Certificate (NFPA 13-2019 Section 27.1.1.1(4) and NFPA 13-2019 A.27.1.1.1(4))

**MINIMUM PLAN SUBMITTAL REQUIREMENTS: (Based on the project scope)**

- ✓ Provide a **COVER SHEET**, with the following:
  - Identify the project name and address
  - Provide a vicinity map
  - Provide brief scope of work narrative
  - Sheet or drawing index
  - Indicate the name of the contractor installing the system. This must include the name of the firm, address, phone number, name of the point of contact and email address
  - Indicate the name and NICET Level of the system designer, with contact information that includes an email address.
  - List all adopted Codes and Standards applicable to the scope of work. List only the applicable adopted codes applicable to the project scope. For example: 2018 Life Safety Code, 2018 International Fire Code, NFPA 13-2019, NFPA 13D-2019, NFPA 13R-2019, NFPA 14-2019, NFPA 25-2017, etc.
  - Deferred Submittal – List all approved items that will require either a new submittal or plan revision to the project scope.

NOTE: Macon-Bibb County reviews and inspects the installation of the fire main for private hydrant systems and connection to automatic sprinkler systems. If this

is not part of the project, please indicate that a separate permit is required and that this information will be provided.

- ✓ **UTILITY PLAN** for the installation of fire mains and private hydrants, which must show compliance with NFPA 24-2019. Plans must include the following minimum information:
  - Compass with a North arrow to establish the orientation of the property
  - Name and address of contractor, with email address and contact phone number
  - Size and location of all water supplies
  - Size and location of standpipe risers, hose outlets, hand hose, monitor nozzles, and related equipment
  - The following items that pertain to private fire service mains:
    - Size
    - Length
    - Location
    - Weight
    - Material
    - Point of connection to city main
    - Sizes, types, and locations of valves, valve indicators, regulators, meters, and valve pits
    - Depth at which the top of the pipe is laid below grade
    - Method of restraint
  - The following items that pertain to hydrants:
    - Size and location, including size and number of outlets and whether outlets are to be equipped with independent gate valves
    - Thread size and coupling adapter specifications if different from NFPA 1963 Whether hose houses and equipment are to be provided, and by whom
    - Static and residual hydrants used in flow
    - Method of restraint
  - Size, location, and piping arrangement of fire department connections

- ✓ **SPRINKLER WORKING PLAN** must show compliance with NFPA 13-2019 or NFPA 13R, as applicable. At a minimum, please provide the following as it relates to your design:
- Full height cross section or schematic diagram, including structural member information if required for clarity and including ceiling construction and method of protection for nonmetallic piping.
  - Ceiling/roof heights and slopes not shown in the full height cross section.
  - Location of partitions.
  - Location of fire walls.
  - Occupancy class of each area or room.
  - Location and size of concealed spaces, closets, attics, and bathrooms.
  - Any small enclosures in which no sprinklers are to be installed.
  - Size of city main in street and whether dead end or circulating; if dead end, direction and distance to nearest circulating main; and city main test results and system elevation relative to test hydrant.
  - Other sources of water supply, with pressure or elevation.
  - Make, type, model, and nominal K-factor of sprinklers, including sprinkler identification number.
  - Temperature rating and location of high-temperature sprinklers.
  - Total area protected by each system on each floor.
  - Number of sprinklers on each riser per floor.
  - Total number of sprinklers on each dry pipe system, preaction system, combined dry pipe–preaction system, or deluge system.
  - Approximate capacity in gallons of each dry pipe system.
  - Pipe type and schedule of wall thickness.
  - Nominal pipe size and cutting lengths of pipe (or center-to-center dimensions). Where typical branch lines prevail, it shall be necessary to size only one typical line.
  - Location and size of riser nipples.

- Type of fittings and joints and location of all welds and bends. The contractor shall specify on drawing any sections to be shop welded and the type of fittings or formations to be used.
- Type and locations of hangers, sleeves, braces, and methods of securing sprinklers when applicable.
- All control valves, check valves, drain pipes, and test connections.
- Make, type, model, and size of backflow prevention assembly, and means to forward flow test at system demand.
- Make, type, model, and size of alarm or dry pipe valve.
- Make, type, model, and size of preaction or deluge valve.
- Kind and location of alarm bells.
- Size and location of standpipe risers, hose outlets, hand hose, monitor nozzles, and related equipment.
- Private fire service main sizes, lengths, locations, weights, materials, point of connection to city main; the sizes, types and locations of valves, valve indicators, regulators, meters, and valve pits; and the depth that the top of the pipe is laid below grade.
- Piping provisions for flushing.
- Where the equipment is to be installed as an addition to an existing system, enough of the existing system indicated on the plans to make all conditions clear.
- For hydraulically designed systems, the information of the hydraulic data nameplate.
- Hydraulic reference points shown on the plan that correspond with comparable reference points on the hydraulic calculation sheets.
- The minimum rate of water application (density or flow or discharge pressure), the design area of water application, in-rack sprinkler demand, and the water required for hose streams both inside and outside.
- The total quantity of water and the pressure required noted at a common reference point for each system.
- Relative elevations of sprinklers, junction points, and supply or reference points.
- If room design method is used, all unprotected wall openings throughout the floor protected.

- Calculation of loads for sizing and details of sway bracing.
- Zones of influence used in calculations for seismic bracing indicated on plans.
- The setting for pressure-reducing valves.
- Information about listed antifreeze solution used (type and amount).
- Size and location of hydrants showing size and number of outlets and if outlets are to be equipped with independent gate valves. Whether hose houses and equipment are to be provided, and by whom, shall be indicated. Static and residual hydrants that were used in flow tests shall be shown.
- Size, location, and piping arrangement of fire department connections.

**NOTE: The Macon-Bibb County Fire Department requires British Columbia Threads (BCT) on all Fire Department Connections (FDC)**

**PLAN REVIEW TIMEFRAMES:**

Once the project has been accepted for review, the plan review timeframes are as follows:

<b>Submittal Type</b>	<b>Approval / Initial Revision Comments*</b>	<b>Subsequent Review</b>
<b>Residential</b>	5-business days	5-business days
<b>Multi-Family</b>	10-business days	5-business days
<b>Minor Commercial**</b>	10-business days	5-business days
<b>Commercial</b>	20-business days	10-business days

\*- The first day starts after the date of acceptance, which allows for internal routing

\*\* - Minor Commercial is classified as being under \$2 million in overall construction valuation

**PRE-SUBMITTAL MEETINGS:**

Macon-Bibb County offers Pre-Submittal Meetings by appointment only on Tuesdays and Thursdays at no charge to the applicant. Please contact [buildingpermits@maconbibb.us](mailto:buildingpermits@maconbibb.us) to schedule this meeting. Unfortunately, we do not accept walk-in appointments.

These meetings are voluntary to identify all major issues prior to plan submittal and are not meant to serve as a plan review. We encourage designers to schedule these appointments early in the design process, with no limit on the number of meetings provided to an applicant for a project.