



SANFORD FIRE DEPARTMENT

OFFICE OF THE FIRE MARSHAL

972 Main St – Sanford, ME – 04073

Phone: (207)-324-5293 Fax: (207)-324-5672

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FIRE ALARM RULES

REVISED 8/9/2010

All modifications to the fire alarm system shall be inspected by the Sanford Fire Department Office of the Fire Marshal, unless prior authorization has been granted in writing from the Sanford Fire Marshal. Modifications **do not** include minor repairs or modifications of existing devices. Modifications **do** include adding of a zone, adding of a sub-panel, replacing a panel, starting monitoring of a panel, and the like. General maintenance that is done within the scope of applicable code and is performed by licensed technicians is permissible to be completed without the need of inspection. However, modification of systems that impacts the operation and scope of the system shall be inspected by the Sanford Fire Department Office of the Fire Marshal.

You must be registered with the Sanford Fire Department Office of the Fire Marshal to perform work on Fire Alarm Systems within Sanford and Springvale. Registration may be done by contacting the office during normal business hours.

A Fire Alarm Application shall be filled out and submitted as described on the application.

5 day lead time shall be given for commissioning and inspections. The only person able to grant variance to this due to emergency repairs shall be the Fire Marshal.

Installations and Inspections shall be completed to the current, adopted NFPA codes, including but not limited 70, 72, and 101.

A permit for installation shall be made by the installing party, prior to installation commencing. This permit may be obtained via the Office of the Fire Marshal.

Upon Completion and prior to commissioning, an acceptance report **MUST** be completed. For a reference to the minimum requirements, see NFPA 72, Annex 1. This report is to be left with the Customer. If you do not complete this prior to final inspection, you will not receive commissioning.

Tie in of auxiliary devices such as Flow switches, Supervisory devices, and Fire Suppression devices, shall be completed before inspection.

Trouble conditions shall not exist at time of commission.

A Red exterior beacon strobe must be installed on the numbered side of the building, facing traffic. This device is to activate when any alarm signal is received by the fire alarm panel.

A White exterior beacon may be required for some occupancies of a larger nature. This indicator shall activate upon water flow.

Fire Alarm control cabinets, Remote Annunciators, Power Supplies, Manual Pull Stations, and any other device that can be locked, should be locked, and keyed with a CAT 30 type key. If a



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CAT 30 key is unavailable, use of the manufactures' key may be used, but the keys shall remain in unison with each other, including the panel.

Panels or annunciators shall NOT require a code to be entered to operate. Coded panels and Remote annunciators shall be disabled and keyed or secured.

Keys are not to be left with the customer or in the panel. Fire Alarm keys shall be labeled secured in the Knox Box.

Monitoring Stations of fire alarms **shall be in accordance with NFPA 72**, requiring 2 phone lines of which can be shared but shall have line seizure. Monitoring shall be done with an UL Fire listed central station. Total time for receipt of alarms is 180 seconds.

All devices shall be Labeled.

Voice Evac systems are required in Class A Mercantile facilities.

This list does not represent a complete list of requirements. For a complete list in addition to the above, please consult NFPA 72, for questions pertaining to the installation of Fire Alarms.