



City of Peoria Fire Department

8351 West Cinnabar Avenue, Peoria, Arizona 85345
Phone: 623-773-7279 Fax: 623-773-7295

Fire Protection Contractor Requirements

Effective 10/1/2005 (revised 04/27/2011) – As a result of the high inspection failure rates on fire protection equipment resulting in unacceptable delays to our customers the Peoria Fire Department has implemented strict requirements for fire protection contractors. At all times, when fire protection systems and/or equipment is being installed and/or serviced, the work must be performed by or directly supervised by a “Competent On-Site Person” in possession of one or more of the items required in the Peoria Fire Code Amendments listed below.

The requirements to apply for a **Fire Protection Contractors** permit or to renew a **Fire Protection Contractors** permit are for the company to submit the following documentation to the City of Peoria Fire Department – Fire Prevention Division, attention Christy Williams. Fire Prevention is located at 8351 West Cinnabar Avenue, Peoria, Arizona 85345. For questions call Christy directly at (623) 773-7916.

1. Complete the permit application (available on the Fire Department web site at http://www.peoriaaz.gov/uploadedFiles/Peoriaaz/Departments/Fire/Permit_Application_072009.pdf).
2. Provide a copy of your current product and liability insurance certificate naming the City of Peoria as Certificate holder.
3. Provide a copy of your current City of Peoria sales tax license.
4. Provide a copy of your current Arizona Contractors license.
5. Provide the permit fee of \$75.00, payable to the City of Peoria.
6. Fire protection contractors shall agree that their persons involved in the installation, modification, or inspection of any fire protection equipment shall be certified or receive direct supervision per the Peoria Fire Code Section 910.10.2. Provide a written statement to this effect on company letterhead and signed by a responsible party of the company.

Section 105.7.13.2 Any person, corporation, partnership or other entity engaged in the business of design, install, monitor, sell, or service within the City of Peoria shall, obtain a permit from the Fire Department. The permit application shall include the following: Copy of State and City license, and Copy of Certification.

Section 901.10.2. Each fire protection system installation, modification, or inspection job shall receive “direct supervision” from a “competent on-site person” or persons possessing the following necessary approvals:

Section 901.10.2.1 For Fire Alarm installation, modification, or inspections one or more of the following:

1. National Institute of Certification in Engineering Technology (NICET) fire alarm level II;
2. Successful completion of Local Exam
3. Other certification acceptable to the Fire Code Official.

Section 901.10.2.2 For Fire Sprinkler System and underground fire line installation, modification, or inspections one or both of the following:

1. Successful completion of Local Exam; or
2. Other certification acceptable to the Fire Code Official.

Section 901.10.2.3 For Fire Special Hazard Fire System installation, modification or inspection for one or more of the following:

1. National Institute of Certification in Engineering Technology (NICET) special hazards suppression systems level II;
2. Successful completion of Local Exam; or
3. Other certification acceptable to the Fire Code Official.

Section 901.10.2.4 The “competent on-site person” shall have in their possession documentation of their qualifications and a picture I.D. These documents must be presented to the Fire Code Official or designated representative upon request.

Failure to comply with these requirements during the plan review and/or inspection process can result in the following:

1. Plans will be denied until such time as the listed permit holder has a valid Fire Protection Contractors Permit. 3rd and subsequent plan reviews will result in double plan review fees being assessed.
2. Inspection requests will be denied until such time as the listed permit holder has a valid Fire Protection Contractors Permit.
3. Inspections in the field will be denied and issued a red tag should the listed permit holder not have the appropriate “competent on-site person” at the inspection. 2nd and subsequent re-inspections will be assessed a \$100.00 re-inspection fee that must be paid before any additional inspections can be processed.
4. Spot inspections in the field where it is discovered that work on the fire protection system(s) is being performed, including subcontractors, without the required “competent on-site person” supervising the work will result in a “Stop Work Order” being issued. The permit will be locked and will require that an inspection be called to release the stop work order. This inspection request will count as one of the two allowed inspections under the permit for the appropriate phase (rough or final).