



Austin Fire Department Emergency Prevention Division/Fire Marshal's Office

One Texas Center

505 Barton Springs Road Suite 200 Austin, TX 78704

Phone (512) 974-0160

Fax (512) 974-0162

Requirement

On September 16, 2013, International Fire Code 2012 (IFC 2012) and associated Local Amendments became effective in the City of Austin. Local Amendments Section 105.6.47 requires an annual operational permit for all fixed fire protection systems. These systems include:

Fire Alarm Systems	Fire Sprinkler Systems	Standpipe Systems	Kitchen Hood Systems
Smoke Control Systems	Commercial Paint Booths	Clean Agent Systems	

Single family and duplex residential properties, and those occupancies with only HVAC duct detectors with remote annunciation, are exempt from this requirement.

This requirement has been put into place to ensure that fire protection systems in the City of Austin are inspected and maintained as required. In those instances a system is placed out of service or becomes impaired after hours, on-scene Fire Department personnel have the information necessary to contact the responsible parties.

Failure to comply with the permitting requirement is a violation of both City Ordinance and the International Fire Code, and may result in a citation being issued to those parties responsible for ensuring compliance.

Application

The application for Fire Protection System permits is available for completion and submittal by visiting austintexas.gov/afdpermits and navigating to ***Fire Protection System Permits*** area of the page.

An application for a Fire Protection System Permit consists of...:

- **System Type and Location Information:** The address, including building and suite number if applicable, of the building where the system(s) are located, and verification of the number and types of systems present.
- **Current System Status Report:** Documentation indicating that the system(s) for which the permit application is being submitted are current on all required inspections and without deficiencies must be supplied from company(ies) or technician(s) licensed to inspect and service that specific type of system(s). Typically, this documentation will consist of a single page statement from the inspecting company indicating date of last inspection and that at the time of inspection, no deficiencies were noted. Submittal of this documentation does not relieve the responsible parties from the obligation of maintaining the fire protection system as required during the effective dates of the permit.
- **Permit Holder/Agent:** Responsibility for acquiring and maintaining the required permit will generally rest with the individual and/or organization responsible for having the system(s) installed and maintained as required. Typically, this is building ownership and/or management. The name, mailing address, e-mail address, and phone numbers for the property management company, owner, lessee, operator, manager or other person responsible for the property is required. At least one individual must be designated as the agent or primary point of contact for the company or group making application for the permit.
- **Responsible Parties:** Applicant will be required to supply name, e-mail address, and telephone number of at least one (1) person available to be notified in the event the fire protection system is placed out of service or becomes impaired after hours. This individual must be authorized to enter the premises, and be properly trained in the measures necessary to correct and control the situation.

Effective Date and Fees

Issued permits will become effective on the date of issue and remain valid for twelve (12) months from that date. Fire Protection System permit fees will be assessed per the Fee Schedule as approved by the City of Austin. As of October 1, 2013, the associated fee for a Fire Protection System permit is \$20 per system present, up to a maximum of \$80.

The Fire Marshal's Office of the Austin Fire Department thanks you for your cooperation with this critical life-safety initiative. Please do not hesitate to contact Karen Lee (512.974.0262) or Lt Gary Meyer (512.974.0153) with questions or concerns.