

# Building Permit Requirements for Fire Alarm Systems

## No Permit Required

To keep the system functioning to original design and installation standards, which includes replacement of devices found to be defective.

1. Replacement of control unit with a control unit of same manufacturer and model number.
2. Replacement of field device/s with field device/s listed for compatibility and labelled for use with the specific control unit.

Conformance with CAN/ULC-S524. Where an existing control unit is replaced with a new control unit all exiting devices shall be tested in accordance with CAN/ULC-S536, 5.7 and complete an Individual Test Record per E3.2. The verification and testing reports are required to be maintained on site throughout the life of the system. Installation must meet the requirements of the Ontario Building Code, CAN/ULC-S524 and must be verified in

## Permit Required

Anytime there is a new system, change of the design or upgrade of the original system, whether required or voluntary. This may include a new control unit, field device or ancillary device, regardless of the reason for the change or upgrade.

1. Installation of any new fire alarm system
2. Replacement of control unit with a control unit that is of a different model than the one being replaced.
3. Installation of additional field devices or ancillary devices (such as, electromagnetic locking devices, hold-open devices, etc.), whether to an existing circuit or new circuit
4. Installation or removal of existing fire alarm signaling devices including audible or signaling devices.
5. Installation of equipment that is designed to notify the fire department of an alert or an alarm signal in conformance with the Ontario Building Code and CAN/ULC-S561 Installation and Services for Fire Signal Receiving Centers and Systems
6. Modifications to software or to the sequence of operations for an existing system.

Installation shall be in accordance with the Ontario Building Code CAN/ULC-S524 and verified in conformance with CAN/ULC-S537. Modifications to fire alarm ancillary functions integrated with other life safety systems are to be tested in accordance with CAN/ULC-S1001 (see City of Kingston “Building Applications & Forms” for more detail.

All reports are to be submitted to the Building Department for final and maintained on site throughout the life of the system.

| Function  | Engineer |      | Permit |    |
|---|----------|------|--------|----|
|   | DWG's    | CGR* | Yes    | No |
| New fire alarm system installation as per building code (required or voluntary) | x        | x    | x      |    |
| Replacement of Fire Alarm Control Unit/Transponder                              |          | x    | x      |    |
| Changing the location of existing fire alarm control unit                       | x        | x    | x      |    |
| Replacement of power supply for maintenance purposes only                       |          |      |        | x  |
| Replacement of like field devices, ULC listed devices tested for compatibility  |          |      |        | x  |
| Changing a heat detector to a smoke detector or vice versa                      | x        | x    | x      |    |
| Modification to fire alarm control unit or transponder                          |          |      |        | x  |
| Software modifications (change of sequence of operations)                       |          | x    | x      |    |

|  |     |   |   |  |
|--|-----|---|---|--|
| Modification or altering of wiring, conventional circuits  | x** | x | x |  |
| Adding of devices to existing circuits   | x   | x | x |  |
| Adding new fire alarm control unit/transponder to existing network                               | x   | x | x |  |
| Adding new circuits/zone to existing fire alarm control unit/transponder                         | x   | x | x |  |
| Installation of relays or monitoring modules that are integrated with building ancillary devices | x   | x | x |  |
| Central Station connection   | x   | x | x |  |

\*Commitment of general review form

\*\* Riser Diagram required

**Note: where a building permit is not required, fire prevention approvals may be required.**