



Department of Permitting Services
Division of Commercial Building Construction
 255 Rockville Pike, 2nd Floor, Rockville, Maryland 20850

ADMINISTRATIVE POLICY

Year	POLICY
2016	Fire Alarm System Repair, Replacement and Required Upgrade

SCOPE

1.0 This administrative policy shall apply to existing buildings with existing fire alarm systems where a fire alarm control unit is proposed to be replaced.

PURPOSE

1.0 The purpose of this policy is to clarify when the fire alarm system is required to be upgraded to conform to the current code(s) and standard(s) adopted by the Montgomery County Department of Permitting Services.

DEFINITIONS

2.0 Emergency Replacement – When the fire alarm system is out of service due to a failure of a fire alarm control unit that cannot be repaired. (A fire watch is required for the time the system is out of service).

2.1 Required Replacement – When expansion of the existing fire alarm system is required due to tenant improvement, elevator upgrade, etc., and the existing fire alarm system is not capable of supporting the required expansion.

2.2 Voluntary Replacement – The replacement of an existing fire alarm control unit when the existing fire alarm system is still functioning as originally designed and installed (Not a required replacement).

2.3 Fire Protection Agreement- A legally binding agreement between the Montgomery County Department of Permitting Services, Department of Fire Rescue Services and the building owner which sets forth terms for the replacement of a fire protection or fire alarm system within a building.

2.4 Repair- The replacement of fire alarm initiating devices, visible notification appliances and or components **not** part of a fire alarm control unit as a result of damage or non-function which does not require a permit from DPS.

POLICY

3.0 Where a new fire alarm control panel and/or unit is listed with all initiating and notification appliances present then no upgrade is required for the fire alarm system being affected by the work. A fire alarm permit is still required to be obtained from DPS. If the work is emergency in nature a permit application shall be made within 5 business days of the work being performed.

3.1 Where new initiating devices, visible notification appliances, and/or fire alarm cabling is being installed as part of a fire control panel replacement the fire alarm system as a whole shall conform to the requirements of the current edition of NFPA 72 as adopted by Montgomery County and the existing

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<p>occupancy chapter requirements of NFPA 101 as adopted by the Montgomery County Department of Permitting Services.</p> <p>3.2 Emergency replacement of the fire alarm control panel shall be accompanied by submittal of a fire alarm permit to DPS not more than 5 business days after work has begun. Where practicable a permit shall be applied for prior to the work commencing.</p> <p>3.3 Where a fire protection agreement or code modification is included as part of the proposed work, the signed agreement and all associated support documentation shall accompany permit applications made to DPS.</p> <p>3.4 The repair of fire alarm systems shall not require a permit from DPS however the system shall conform to all applicable codes and or standards.</p> <p>3.5 Inspections shall be scheduled with DPS within 5 days of the completion of the permitted work as required in Chapter 17 of the Montgomery County Code.</p> <p><u>RESPONSIBILITIES</u></p> <p>4.0 It is the responsibility of the Manager to implement this procedure.</p>		
Interpretation/Policy No. XXXXXXXXXX	Date July 5, 2016	Division Chief Steve Thomas