

# CONCORD FIRE DEPARTMENT

## *FIRE PREVENTION DIVISION*

35 Cabarrus Ave. W. • Concord, North Carolina 28025

Telephone 704-920-5517 • Fax 704-920-6936

### **FIRE ALARM Submittal Checklist for QUICK START PERMITS**

**This checklist must be completed and submitted along with all  
Standard Fire Alarm Permit Applications & Fees**

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To qualify for a QUICK START permit the system must have a current UL Certificate or FM Placard, and the proposed changes involve less than 5 devices, and may include a remote power supply.

**All plans for review must be submitted through the ACCELA citizens access portal**  
<http://www.concordnc.gov/Departments/Planning/Zoning-Services/Online-Access>

Any modification to a UL Certificated or an FM Placarded system may require an updated certificate or placard to be issued.

The submittal shall include:

- Copy of UL certificate, or
- Copy of FM placard;
- A description, the location, and the scope of the project;
- A list of the contractually responsible parties:
  1. Monitoring, retransmission of signals, associated record keeping, & reporting of signals;
  2. Installation;
  3. Testing and Maintenance; and
  4. Runner service.

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**I VERIFY THAT I DESIGNED OR DIRECTLY SUPERVISED THE DESIGN OF THIS ALARM SUBMITAAL AND I VERIFY THAT SUBMITTAL REQUIRMENTS ARE ACCURATE AND TRUE TO THE BEST OF MY KNOWLEDGE.**

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Designer of Record Name: \_\_\_\_\_ Designer of Record Number: \_\_\_\_\_

Designer of Record Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PAPER FORMS AND PLAN REVIEW DOCUMENTS WILL NOT BE ACCEPTED UNLESS SUBMITTED  
THROUGH THE ACCELA CITIZEN ACCESS PORTAL**  
<http://www.concordnc.gov/Departments/Planning/Zoning-Services/Online-Access>

Rev. June 25, 2018