



Permitting and Inspections Department  
 Michael A. Russell, MS, Director

## Non-Water Based Fire Suppression System Permit Application

A permit is required for non-water based fire suppression systems. Full-sized plans and details in PDF format and this application form shall be submitted to [permitting@portlandmaine.gov](mailto:permitting@portlandmaine.gov). Prior to acceptance of any fire protection system, a complete commissioning and acceptance test must be coordinated with all fire system contractors and the Fire Department, and proper documentation of such test(s) provided. All installations must comply with NFPA and the Fire Department Technical Standards.

Construction Address:

Tax Assessor's CBL:     
Chart #                      Block #                      Lot #

Cost of work:

Exact location (within structure):

Type of occupancy (NFPA & ICC):

Building Owner:

Managing Supervisor:

Supervisor phone:  Supervisor email:

Installing Contractor:  License No.:

Contractor phone:  Contractor email:

The suppression work to be done will be:  
 New                       Renovation                       Addition to existing system

Is this an amendment to an existing permit?     Yes, Permit No.:                        No

System type:

NFPA Standard\*:  Edition:

Name of person to contact when permit is ready:

Address:

City, State & Zip:

Phone:  Email:

Separate permits are required for internal and external plumbing and electrical installations. For questions on Fire Department requirements, call the Fire Prevention Officer at (207) 874-8405.



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**Electronic Signature and Fee Payment Confirmation**

This is a legal document and your electronic signature is considered a legal signature per Maine state law. You will receive an e-mailed invoice from our office which signifies that your electronic permit application has been received and is ready for payment. Please pay by one of the following:

- Electronic check or credit card: [portlandmaine.gov/payyourpermit](http://portlandmaine.gov/payyourpermit)
- Over the phone at (207) 874-8703
- Drop off to Room 315, City Hall
- Mail to:

City of Portland  
Permitting and Inspections Department  
389 Congress Street, Room 315  
Portland, Maine 04101

By signing below, I understand the review process starts once my payment has been received. After all approvals have been completed, my permit will be issued via e-mail. Work may not commence until permit is issued.

Applicant Signature: \_\_\_\_\_

*QAT*

Date: \_\_\_\_\_

*12/19/12*

I have provided electronic copies and sent them on: \_\_\_\_\_

Date: \_\_\_\_\_

*12/20/12*

**NOTE:** All electronic paperwork must be delivered to [permitting@portlandmaine.gov](mailto:permitting@portlandmaine.gov) or with a thumb drive to the office.

**If you or the property owner owes taxes or user charges on property within the City, payment arrangements must be made before a permit application is accepted.**