



LAKELAND FIRE DEPARTMENT

New Permit Type

The Lakeland Fire Department has developed a new permit type to meet the changes to FSS 553.7932 that goes into effect on July 1, 2022. The new permit type “Fire Alarm System Alterations Less Than 21 Devices” is to simplify the permit process for an **alteration** of a total of 20 or fewer initiating devices and notification devices, or the installation or replacement of a fire communicator connected to an existing fire alarm control panel in an existing commercial, residential, apartment, cooperative, or condominium building.

FSS 553.7932(2) allows a local enforcement agency to require a contractor, as a condition of obtaining a permit for a fire alarm system project, to submit a completed application and payment. The Lakeland Fire Department will require an application through our eTRAKiT system, with payment due at time of application. *Please note that this permit will not come with a low-voltage permit. If a low-voltage permit is needed, it will have to be applied for separately.*

While submittal of plans or specifications are not required as a condition of obtaining a permit for a fire alarm system project that meets the parameters of FSS 553.7932(1)(b), FSS 553.7932(5) requires a contractor to keep a copy of the plans and specifications, along with the permit, at the fire alarm system project worksite and make such plans and specification available to the inspector at each inspection. Fire alarm system work valued over \$5,000 in cost are to be dated, signed, and sealed by a Florida registered Professional Engineer.

To expedite inspection time, the Lakeland Fire Department will allow contractors to upload plans and specifications into “Attachments” in eTRAKiT at any point prior to the inspection request. If plans are uploaded, inspectors can become familiar with the project and check for compliance prior to the scheduled inspection. This can save your staff time on the worksite for the required inspections.

If submitted during normal business hours, 8:00am to 5:00pm Monday through Friday, expected turn-around time for the permit to be issued in approximately one hour. The associated fee for this permit is \$100.

As a reminder, if a fire alarm project does not meet the parameters of FSS 553.7932, a regular Fire Alarm System permit will be required. There are still four permit subtypes available: New, Removal, Modification (less than 21 devices), Modification (21 or more devices). If the project requires adding devices to an existing system that are not currently part of the system, the regular Fire Alarm permit application is what needs to be completed and plans must be uploaded through ProjectDox. All permits are issued within seven days if plans are correct and all required information is provided. A low-voltage permit is automatically issued with these permits. Removal of a system and modifications less than 21 devices are assessed a \$100 fee. A new system or a modification of 21 devices or more are assessed a fee of \$100/25,000 sq. ft.

The Lakeland Fire Department strives to provide quality service and hopes that this additional permit type will provide a more streamlined and simplified process for contractors.

If you have questions, please do not hesitate to contact Fire Marshal Cheryl Edwards at (863)834-8261 or cheryl.edwards@lakelandgov.net.

Thank you for your continued support of fire and life safety in our community.

DOUGLAS E. RILEY, FIRE CHIEF

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