



City of Marlborough

BUILDING DEPARTMENT

140 MAIN STREET
 MARLBOROUGH, MA 01752
 TEL. (508) 460-3776 FACSIMILE (508) 460-3736
 BUILDING_DEPT@MARLBOROUGH-MA.GOV

TIN HTWAY
 BUILDING COMMISSIONER

LAURENT "LARRY" LEMIEUX
 PLUMBING & GAS INSPECTOR

JOHN CAIN
 WIRING INSPECTOR

WILLIAM PAYTON
 BUILDING INSPECTOR

ETHAN LIPPITT
 BUILDING INSPECTOR

MICHAEL LEEDS
 BUILDING INSPECTOR

FIRE SPRINKLER DOCUMENT CHECKLIST

SUBMITTAL DATE: _____

PERMIT NO.: _____

PROJECT NAME: _____

PROJECT ADDRESS: _____

PLEASE PROVIDE THE FOLLOWING REQUIRED DOCUMENTS AND PLANS:

ALL ITEMS MARKED 'Missing' SHALL BE RECEIVED BY MBD PRIOR TO ACCEPTANCE OR SCHEDULING

Received	Missing	N/A	DESCRIPTION
			TIER I - At Building Permit Submittal
			1. Written narrative providing intent and system description
			TIER II - Prior to Issuance of FIRE SPRINKLER PERMIT
			2. Design plans showing type/description of the automatic sprinkler system
			3. Floor plan layout showing location of all devices and control equipment
			4. Riser diagram
			5. Equipment technical data sheets
			6. Standpipe system hose valve(s) type and location
			7. WFD Siamese connection type(s) and location
			TIER III – Prior to Scheduling Acceptance Test / Final Inspection of FIRE SPRINKLER PERMIT
			8. Installation Certificate(s) from installer/contractor state Material, Test, Performance, Completion Cert.
			9. Letter of Assurance/Completion from installer/contractor
			10. Final Construction Control Document from Fire Protection Engineer or Designer (RDP) 780CMR 901.5.1
			11. Record (as-built) drawings & Letter from Owner/Rep receipt of as-built drawings

Comments
