

Permit Application Procedures and Submittal Requirements for  
**Commercial Fire Protection Systems**

Knox County Code Administration & Inspection  
Phone: (865) 215-2325  
Fax: (865) 215-4255

Knox County Fire Prevention Bureau  
Phone: (865) 215-4660  
Fax: (865) 215-4669

SCOPE: This document pertains to all Fire Protection Systems to include, but not limited to: Wet and Dry Foam Expansion Systems, Carbon Dioxide Extinguishing Systems, Clean Agent systems, Wet and Dry Chemical Systems, Smoke And Heat Venting Systems. This document does not pertain to: Commercial / Residential Cooking Hood, Duct, and Fire Extinguishing Systems; Flammable/ Combustible Finish Application Fixed Fire Extinguishing Systems; Automatic Sprinkler Systems; or those systems installed in one and two family dwellings.

## **APPLICATION**

1. Applicant must obtain the ***CLT Map and Parcel number*** corresponding to the property to be permitted. This information can be found on the owners tax notice or at the Property Assessors office on the 2<sup>nd</sup> floor of the City/ County Bldg. Or call (865) 215-2360.
2. ***Name, address, phone and fax number*** of the owner/ responsible party
3. Location of the system (***Building street address***)
4. ***Fire Extinguisher Contractors*** name, address, phone number and Tennessee State Fire Extinguisher Contractors License number.
5. The ***State of Tennessee Licensed Architect or Engineers*** name, address, phone and fax number. The estimated valuation of the installation is required.

## **PLAN REVIEW**

1. ***Three sets of Registered Engineered plans And designs*** competent in the technical field related to fire protection or a technician certified in Fire Protection and Suppression System design by the National Institute of Certified Engineering Technician (NICET).
2. ***Codes adopted and design Standards***
  - 2006 International Building Code
  - 2006 International Fire Code

## PERMIT ISSUANCE

1. Fire Prevention plans review and the permit clerk must review plans. This may take up to 21 days. Additional time may be required if all information is not submitted.
2. After all required departments have reviewed the plans the permit may be issued.
3. Permits not issued within six (6) months will be voided.
4. When picking up the permit you will sign the permit and pay all fees. You will be given a stamped set of reviewed plans that must be on site for all inspections. A copy of the permit, a list of required inspections and an orange tag to display at the job site will also be given to the contractor.

## INSPECTIONS

1. No inspections will be allowed prior to issuance of the permit.
2. The contractor is responsible for scheduling inspections and testing through the Knox County Fire Prevention Bureau. At least 24 hours notice is required for inspection and testing.  
Phone: (865) 215-4666
3. Knox County Fire Bureau must approve the system installation. ***Occupying the building prior to the issuance of a Certificate of Completion from the Knox County Fire Prevention Bureau is a Class C misdemeanor and the occupant may be cited to General Sessions Court.***
4. The Knox County Fire Prevention Bureau shall be notified immediately by the person responsible for alterations, construction or demolition of any fire protection equipment taken out of service and when restored to operation. The job site shall provide a list of fire watch personnel and an approved method to call the fire department.

**NOTE: FOR EACH REJECTED INSPECTION THERE WILL BE A \$30.00 REINSPECTION FEE.**