



Guadalupe County Fire Marshal Office

Patrick Pinder, Fire Marshal
101 E. Court Street, Suite 208
Seguin, Texas 78155
(830) 303-8856



FIRE SUPPRESSION PERMIT CHECKLIST

Fixed Pipe Suppression Systems installed in Guadalupe County shall meet all requirements of the 2018 International Fire Code, local amendments, as well as all applicable NFPA Standards. All final systems testing and inspections will be witnessed by the Guadalupe County Fire Marshal’s Office. The following is a checklist of information that should be used as an aid. This is not intended to address every code requirement.

1) Permit Application

2) Copy of License currently issued by the (Texas) State Fire Marshal’s Office

- System Designer
- Contractor/Company
- Installers

3) Submittal Packet (1 copy)

- System Design Description
- Manufacturer’s Product Information Sheets of Listed devices
- Flow rates of nozzles
- Specifications for piping
- List of Materials
- Addressable Device List/Zone Legend

4) Plans Drawn to Scale (1 paper copy/1 digital copy)

- Legend
- North Arrow
- Plans shall reflect the entire building/suite as well as the area of operation
- All rooms labeled for intended use
- Arrangement of appliances
- Layout of piping
- Nozzle arrangement
- Location of pull station
- Gas Shut off and/or Shunt trip
- All exits and means of egress
- System designers stamp with wet signature

5) Required Inspections

- Pull Stations
- Air Test
- Fusible Link
- Gas Shut off
- Electric Shunt Trip
- Alarm System Activation

TO BE COMPLETED BY THE FIRE MARSHAL’S OFFICE

Date Received: _____ Date Approved: _____ Permit # _____

Permit Amount: _____ Deputy Fire Marshal: _____



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Plan review process may take up to 10 business days. Incomplete plans may require that the plans be resubmitted. System acceptance inspections are required and should be requested 24 hours prior to requested inspection time. A re-inspection fee of \$50.00 will be assessed on systems that are not in complete compliance with all applicable codes. All devices will be tested in an approved manner.

INSTALLATION/MODIFICATION PERMIT AND AN APPROVED SET OF PLANS SHALL REMAIN AT THE JOB SITE AND PROVIDED TO INSPECTORS WHEN REQUESTED.

TO BE COMPLETED BY THE FIRE MARSHAL'S OFFICE

Date Received: _____ Date Approved: _____ Permit # _____
Permit Amount: _____ Deputy Fire Marshal: _____