



# PROSPER FIRE RESCUE

## FIRE MARSHAL'S OFFICE

PO Box 307

1500 E. First Street

Prosper, Texas 75078

Phone (972) 346-9469 Fax (972) 347-3010 [www.prosperfire.com](http://www.prosperfire.com)

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## HOW TO REQUEST AN ABOVEGROUND INSPECTION

The following instructions provide clarity for alignment with the Town of Prosper documents protocol and the minimum compliance requirements for the installation and/or modification of automatic sprinkler suppression systems as prescribed by national codes & standards, state regulations and as adopted by local ordinance.

1. Inspection fees must be paid in advance. **ALL** fees are paid at our Prosper Town Hall located at 200 S. Main Street, 2<sup>nd</sup> Floor, Prosper, Texas 75078 - Phone # 972-346-3502.
2. Checks are made payable to "The Town of Prosper" **or** you can pay by phone (972-346-3502) using a credit card.
3. **Please note:** Checks received at the Fire Marshal's Office shall be returned without action.
4. You will receive a receipt for payment. Convert the receipt to ("**PDF**" Format) and email along with your "**Inspection Request Form**", to [fire.inspections@prosperfire.com](mailto:fire.inspections@prosperfire.com). Please ensure the form fillable Inspection Request Form (on our web page) is complete with all relevant information.
5. Be sure to include all compliance documents in ("**PDF**" Format) with your request ensuring they are legible and complete. If you are requesting final inspections for multiple buildings, a separate email package shall be required for each building, address, project, etc. requested. The "**Final Acceptance**" test shall not be scheduled until all required documents are on file with the Prosper Fire Marshal's Office.
  - Fully executed SF-041 "Contractor's Material & Test Certification" (as a separate attachment)
  - Statement of Compliance letter signed & dated by the RME-G (as a separate attachment)
  - As-Built Drawings (if applicable)
  - Inspection request form (as a separate attachment)
  - Receipt (as a separate attachment)
6. **Please Note:** Final inspections of systems utilizing "Concealed Heads" shall be performed **without** the plates installed.
7. If you do not have access to email or experience electronic difficulties, you may hand deliver all documents referenced in Item #5 to: the Prosper Fire Marshal's office located at 1500 E. First Street, Prosper Texas 75078 – Phone # 972-346-9469.
8. Please submit your request a minimum of 48 business hours in advance. All inspections are scheduled on a first come, first serve basis. All installations, modifications or alterations must be pre-tested prior to scheduling.
9. The Fire Marshal's Office will then schedule your request via return email confirming the date and approximate time. A licensed person associated with the registered contracting company shall be present at all Final Acceptance Test with the AHJ.

**Please Note:** A minimum of **(2) two** inspections are required:

1. Hydrostatic pressure test & visual inspection of the piping prior to cover-up (Fee Applies \$ 275.00)
2. Final acceptance test (Fee Applies \$ 275.00)
3. Re-Inspection Fee \$ 150.00

If you have any questions or unusual circumstances please contact our office at 972-347-2424

The following assist to establish clarity with the minimum compliance requirements for the installation and modification of automatic sprinkler suppression systems as prescribed by national codes & standards, state regulations and as adopted by local ordinance. [Please Note](#): Links to this information are under the “**Important Website Links**” on the Fire Marshal’s Website Page.

#### Note #1

### **Texas Insurance Code Chapter 6003 (formerly Article 5.43-3) Fire Protection Sprinkler System Service and Installation and 28 TAC §§ 34.700 The Fire Sprinkler Rules - summer 2016**

- Sec. 6003.003. Effect on Local Regulation
- §34.707. Adopted Standards
- §34.711. Responsible Managing Employee (RME) License
- §34.716. Installation, Maintenance and Service
- §34.717. Sprinkler System Plans
- §34.718. Installation Tags
- §34.720. Inspection, Test & Maintenance Service (ITM) Tag
- SF-041 - Contractor's Material and Test Certificate for Aboveground Piping
- SF-040 - Work Permitted by Type of License

#### Note #2

### **International Fire Code, 2015 Edition**

- Preface
  - Introduction
  - Development
  - Adoption
  - Maintenance
- Chapter 1 – Scope and Administration
- Chapter 5 – Fire Protection Water Supplies
- Chapter 9 – Fire Protection Systems
- Chapter 80 – Referenced Standards

### **NFPA 13, 2019 Edition**

- Chapter 1 – Administration
- Chapter 23 – Plans & Calculations
- Chapter 24 – Water Supplies
- Chapter 25 – System Acceptance

#### Note #3

### **Town of Prosper Ordinances 14-51, Dated July 22, 2014**