



### **Clean Agent Construction Permit Submittal Information**

Welcome to the Town of Florence, Arizona. The Community Development Department is dedicated to shaping the public policies that guide the growth and development of Florence. This is achieved by developing sound land use strategies, adhering to responsible zoning and development standards, ensuring buildings are safe for occupancy, preserving our cherished historic structures, and overseeing the well-being of local neighborhoods. In serving Florence residents, we are committed to providing excellent customer service through proactive, community-based planning, and supporting appointed and elected officials as we build a thriving, livable environment that embodies progress, prosperity, and a strong sense of community for all.

Please attach the following items to your submittal:

- Clean Agent permit application completed and signed by the applicant.
- Clean Agent submittal check list completed and signed by the applicant.
- Inspections: applicability rights and responsibilities form completed and signed by the applicant.
- Clean Agent plans and data sheets.
- Owner Authorization Form signed by owner.

Permit Fee: \$250.00 fee includes 1 plan review and 1 inspection.

The Permit Fee is due once the application has been processed.

Permit applications and plans shall be submitted electronically to [tofpermits@florenceaz.gov](mailto:tofpermits@florenceaz.gov)

Payments. Payments can be made in person, over the phone, or by mail.

(Please note: A 3% transaction is charged for debit/credit card payments.)

Town of Florence – Community Development Department  
224 W. 20<sup>th</sup> Street  
Florence, Arizona 85132  
(520)868-7500

Office Hours: Monday – Friday from 8:00 am to 5:00 pm

The Community Development Department will notify you electronically on the status of your application. For questions pertaining to the permitting process please call the office at (520) 868 – 7665.

**1866**



### **Clean Agent Suppression System Submittal Checklist 2024**

Please mark-off all required information you have provided with your submittal and return with application to [TOFpermits@FlorenceAz.gov](mailto:TOFpermits@FlorenceAz.gov)

Submitted documents, plans and data sheets shall include the following information:

- Plans shall be drawn to scale a minimum of 1/8" = 1'.
- Street address, location map and site map. Include the North point of compass.
- Owners' information
- Location and construction of protected enclosure walls and partitions.
- Location of fire walls.
- Enclosure cross section, full height, or schematic diagram, including location and construction of building floor/ceiling assemblies above and below, raised access floor and suspended ceilings.
- Designation and hazard classification of each area or room being protected designating whether the enclosure is normally occupied or unoccupied.
- Agent being used.
- Design extinguishing or inerting concentration.
- Description of exposures surrounding the enclosure.
- Description of the agent storage containers used, including internal volume, storage pressure, and nominal capacity expressed in units of agent mass or volume at standard conditions of temperature and pressure.
- Description of nozzle(s) used, including size, orifice port configuration, and equivalent orifice area.
- Details of pipe and fittings used, including material specifications, grade, and pressure rating.
- Detail of wire or cable being used, including classification, gauge (American Wire Gauge AWG), shielding, number of strands in conductor, conductor material, and color-coded schedule. Segregation requirements of various system conductors shall be clearly indicated. The required method of making wire terminations shall be detailed.
- Detail for mounting of the detectors.
- Plan view of protected area showing enclosure(s), partitions (full and partial height); agent distribution system including agent storage tanks, piping, nozzles; type of pipe, hangers and locations, rigid pipe supports, detection, alarm and control systems including devices, schematic of wiring interconnection, end-of-line device locations, location of controlled devices such as dampers and shutters and location of instructional signage.
- Isometric view of agent distribution system showing the length and diameter of each pipe segment, node reference numbers relating to the flow calculations, fittings including reducers and strainers, orientation of tees, nozzles including size, orifice post configuration, flow rate and equivalent orifice area.
- Pipe type and schedule.
- Detail of method of container securement showing method of securement to the container and the structure.
- System sequence of operation/functions of abort and maintenance switches, delay timers, and emergency

**1866**

- power shutdown.
- Point-to -point wiring schematic showing all circuits connected to external or add-on relays.
- Complete calculations to determine enclosure volume, quantity of clean agent, size of battery backup, method used to determine number and location of audible and visual indicating devices, number and location of detectors.
- Material submittal and data sheet package.
- Details of special features.
- Owner's certificate from NFPA 13
- Name, address and ROC of installing contractor.
- Name and number of NICET certified designer.
- Engineers stamp.

Note: Clean Agent plans will only be accepted in Black and White, if color is required, prior approval from fire review staff is required before submittal.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Applicant

1866



**CLEAN AGENT PERMIT APPLICATION**

Check the Applicable Box:

New Clean Agent Installations:

Square Footage of work area/room: \_\_\_\_\_

Does the main building have a fire alarm: Yes                      No

Clean Agent Modification/Tenant Improvement:

Number of Devices: \_\_\_\_\_

Project Address: \_\_\_\_\_

Contractor Information: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Applicant Email Address: \_\_\_\_\_

Applicant Phone Number: \_\_\_\_\_

Arizona Registrar of Contractors Number (ROC): \_\_\_\_\_

Town Business License: \_\_\_\_\_

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

Company Phone Number: \_\_\_\_\_

Scope of Work Being Performed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant

**1866**





**INSPECTIONS: APPLICABILITY RIGHTS AND RESPONSIBILITIES**

Project Site Address:

\_\_\_\_\_

Purpose of inspection/Project scope of work:

\_\_\_\_\_

(A.R.S. § 9-833 A) A municipal inspector or regulator who enters any premises of a regulated person for the purpose of conducting an inspection shall:

1. Present photo identification on entry of the premises
2. State the purpose of the inspection and the legal authority for conducting the inspection
3. Disclose any applicable inspection fees
  - Except for a fire and life safety inspection of areas that are accessible to the general public or a food and swimming pool inspection, afford an opportunity to have an authorized on-site representative of the regulated person accompany the municipal inspector or regulator on the premises, except during confidential interviews
4. Provide notice of the right to have:
  - Copies of any original documents taken by the municipality during the inspection if the municipality is permitted by law to take original documents
  - A split or duplicate of any samples taken during the inspection if the split or duplicate of any samples, if appropriate, would not prohibit an analysis from being conducted or render an analysis inconclusive
  - Copies of any analysis performed on samples taken during the inspection
5. Inform each person whose conversation with the municipal inspector or regulator during the inspection that the conversation is being tape recorded
6. Inform each person interviewed during the inspection that statements made by the person may be included in the inspection report

By signing below, I have read and understand my rights as prescribed above

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Applicant





### OWNER AUTHORIZATION FORM

Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Title: \_\_\_\_\_

I/we, the undersigned, do hereby grant permission to: \_\_\_\_\_  
*(Name of Contractor)*

to act on my/our behalf for work at site address: \_\_\_\_\_,

and for the purpose of obtaining a building permit.

Property Owner(s) Signatures

Printed Name (s): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

1866