

Peterborough Fire & Rescue
16 Summer Street, Peterborough, New Hampshire 03458

Business: (603) 924-8090
Fax: (603) 924-8091

Emergency: 911
Website: www.firerescue.us

Joseph P. Lenox III, Fire Chief

Bradley Winter, Deputy Chief

Paul Thibault, Deputy Chief

Michael Roper, Deputy Chief of EMS

June 6, 2004

Welcome to the Peterborough Fire & Rescue/Fire Prevention Division, Building, Sprinkler, and Fire Alarm Plan review process.

In order to streamline the process and eliminate confusion, we have instituted the following procedures and designed Building, Sprinkler, and Fire Alarm Plan Review Submission Request forms that we need to be submitted with a future plans. It is our hope that by obtaining this information up front the need for re-submittals and additional time-delays will significantly decrease.

Peterborough Fire & Rescue understands that your project is on a tight schedule. Please realize that we have other plans and calculations that are also on the same schedule. Plans will be reviewed in the order, in which we received them, but the following an approximate timetable for reviewing plans.

Building Plan Review Submission Request

Building Plans for Small Commercial Buildings of any Occupancy <5000 sq. ft.	10 Business Days
Building Plans for Occupancies B, M, R, and U >5,000 sq. ft.	15 Business Days
Building Plans for Occupancies A, E, F, H, I, and S >5,000 sq. ft.	20 Business Days

Sprinkler and Fire Alarm Plan Review Submissions Request

Residential Buildings	10 Business Days
Occupancies B, M, R, and U >5,000 sq. ft.*	15 Business Days
Occupancies A, E, F, H, I, and S >5,000 sq. ft.*	20 Business Days

* *Initial Review meeting with Installing Sprinkler Contractor is highly encouraged.*

If a set of plans is resubmitted, the number of business days for review is restarted.

In order to avoid rejecting plans for lack of information, or spending additional time on research or calculations, Plan Review submittal forms shall accompany all requests for review as follows:

Plans for Building – Building Plan Review Submission Request
Plans for Sprinkler – Sprinkler/Fire Alarm Plan Review Submission Request
Plans for Fire Alarm – Sprinkler/Fire Alarm Plan Review Submission Request

“Fire Sprinklers Save Lives”

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These forms are available at the Peterborough Fire & Rescue, during normal business hours or available online at www.firerescue.us.

Thank you for your understanding, patience, and assistance with regards to the plan review process and we look forward to working with you in a much more effective and efficient manner in the future.

Respectfully,

Peterborough Fire & Rescue
Fire Prevention Division

“Fire Sprinklers Save Lives”