Town of Chapel Hill Fire Department

Fire Permit Application Form

By authority of NC General Statute 153A-357 the Town of Chapel Hill requires submittal for, and approval of certain installations, construction, modifications, conditions and activities set forth in the current NC Fire Code prior to that installation, condition or activity being initiated. This application shall serve as the official request for such approval. Upon receipt of this application, permit fees, and all supporting materials required of the Fire Marshal's Office, a review of the application and supporting materials will be conducted and if approved, a permit(s) issued. Submittal of this application does not indicate authorization for the installation, construction, condition, or activity. Operating without a valid permit is contrary to law and subject to double permit fees, civil and/or criminal action, reporting to licensing agency, and ineligibility to perform work in the Town of Chapel Hill.

Permit Application Date: _____ Anticipated Start of Operation/ Construction Start: _____ Anticipated End of Operation/ Construction: _____

Permit Site Location: _____

Business Name (if Applicable): _____

Telephone: _____ Contact Person: _____ Email: _____

Work to be conducted by (***Contractor***): _____

Telephone: _____ Contact Person: _____ Email: _____

~CHECK TYPE OF SYSTEM(S) FOR PERMIT REQUEST~

(*PERMITS BELOW ARE THE MOST COMMON CONSTRUCTION & OPERATIONAL PERMITS ISSUED. ADDITIONAL PERMITS MAY BE REQUIRED DEPENDANT UPON PROJECT OR ACTIVITIES. PLEASE REFER TO FEE SCHEDULE FOR SPECIFIC REQUIREMENTS*)

TYPE OF SYSTEM		FEE (as of 7-1-17)	TYPE OF SYSTEM		FEE (as of 7-1-17)	TYPE OF SYSTEM	FEE (as of 7-1-17)
Fire Sprinkler:	**Square Feet**		**Fire Alarm:**	**Square Feet**		☐ **Tents**	$ 50 *(per tent)*
☐ **Tier 1**	**0 – 999**	$ 50	☐ **Tier 1**	**0 - 999**	$ 50		
☐ **Tier 2**	**1,000 – 2,499**	$ 75	☐ **Tier 2**	**1,000 – 2,499**	$ 75		
☐ **Tier 3**	**2,500 – 9,999**	$ 100	☐ **Tier 3**	**2,500 – 9,999**	$ 100		
☐ **Tier 4**	**10,000 – 49,999**	$ 200	☐ **Tier 4**	**10,000 – 49,999**	$ 200		
☐ **Tier 5**	**50,000 or more**	$ 300	☐ **Tier 5**	**50,000 or more**	$ 300		*(Annual costs)*
☐ **Standpipe**		$ 300	☐ **Fire Pump**		$ 100	☐ **Hot Work**	$ 50
☐ **Cryogenic Fluid System**		$ 200	☐ **Automatic Extinguisher System**		$ 50	☐ **Spraying/Dipping**	$ 50
☐ **Blasting**		$ 50	☐ **Kitchen Suppression**		$ 50	☐ **Private Fire Hydrant**	$ 50
			☐ **Stationary Battery Storage**		$ 200	☐ **Hazardous Materials**	$ 50
			☐ **Compressed Gas System**		$ 200	☐ **Industrial Ovens**	$ 50
			Flammable/Combustible Liquids:			☐ **Open Burning** *(fee waived for verified religious events)*	$ 50
			☐ **Repair/Alter Pipeline**		$ 150		
			☐ **Install/Alter Storage/Use (Motor Vehicle Fueling)**		$ 150		
			☐ **Install/Alter/Remove/Abandon *UST***		$ 150		

DETAILS OF ACTIVITY/OPERATION/CONSTRUCTION REQUIRING PERMIT:

All permit fees include plan review, rough-in and final inspection unless otherwise noted. If after second construction inspection failure, all subsequent inspections will incur a re-inspection fee. Non code-compliant submittals after second review will incur an additional submittal fee. Construction permits issued for duration of work are valid until completion and acceptance, unless revoked for due cause. Operational permits are valid for specified timeframes as detailed in permit fee schedule. Beginning work or maintaining an operation requiring any permits adopted by the Town of Chapel Hill without obtaining the proper permit(s) shall incur double permit fees.

Additional permit fee information can be found at http://www.townofchapelhill.org/town-hall/departments-services/business-management/fee-schedules/fire-department-fee-schedule. Payment of permit fee is required prior to issuance of permit and should be remitted with this application. Permit fees may be made in person, by mail, or phone (credit card) to: ***Town of Chapel Hill Revenue Collections Office, 405 Martin Luther King Jr., Blvd., Chapel Hill, NC 27514, (919) 968-2759.***

FOR OFFICIAL USE ONLY:

Permit Fee Required (Total from above):		Date Paid:		Receipt Number:		Received By:	

****For guidance, questions or assistance, please contact CHFD Office of the Fire Marshal/Life Safety Division at (919) 968-2781.**