



**FIRE MARSHAL'S OFFICE
TULSA FIRE DEPARTMENT**

Date: April 1st, 2024

To:

Fire Suppression, Detection, Alarm, and Standpipe Contractors

From:

Charles L French Jr
The Office of the Fire Marshal for the City of Tulsa
Tulsa Fire Department
1760 Newblock Park Dr
Tulsa, OK 74127

Effective **July 1st, 2024**, the Fire Suppression, Detection, Alarm, and Standpipe System Work Authorization will no longer be issued prior to plan approval in the City of Tulsa. Fire Suppression, Detection, Alarm, and Standpipe Contractors will be required to have an approved set of stamped plans from the fire marshal's office, and an issued permit, before installation work begins. Permits applied for before July 1st, 2024, will not carry this requirement and will still be provided with a work authorization. Additionally, we will also begin requiring 50% rough inspections for fire suppression systems involving the installation of more than 20 sprinkler heads. Fire alarm contractors are more than welcome to request rough inspections for fire alarm installations; however, rough inspections will not be required for fire alarm systems. The rough inspections will be conducted through the Fire Marshals Office just like other inspections. We will let contractors determine when they have completed 50% of their project and schedule those rough inspections accordingly through the city.

This change is in response to the overwhelming issues we are having with fire suppression and fire alarm projects being completed before the plans are reviewed and approved. The fire marshal's plan review office is continually behind due to the current system that is in place and the amount of work that has been happening in the development of the city over the last five years. We currently see problems with plans being submitted that are not accurate, incomplete, or in some cases different than when the final inspection is requested. These issues have been a problem for builders, owners, general contractors, and others who don't understand why fire suppression and fire alarm plans repeatedly require resubmits, which delays construction progress and the issuance of certificates of



occupancy. The goal of eliminating the Work Authorization prior to plan approval is to ensure fire suppression and fire alarm plans are reviewed and approved prior to work beginning. This will align with the process all other trades operate within (building, electrical, mechanical, plumbing etc.).

Additionally, because approved plans will be present at the time the work is conducted, it will be easier to track deviations from those plans that commonly occur due to construction features in place at the time of installation. The “As-Built” work shall be documented, and “As-Built” drawings shall be created prior to final inspection request, and present at the time of final acceptance with the Assistant Fire Marshals.

I understand there will be frustration, questions, and strong opinions regarding the elimination of the Work Authorization prior to plan approval. You may contact my office with your concerns. Like any new system there is always an adjustment that must be made.

Respectfully,

Chuck

Deputy Chief Charles L French Jr. | Fire Marshal

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