



Getting a Permit – General Information

The City of Oklahoma City Fire Department

GETTING A PERMIT in the City of Oklahoma City

When submitting plans for any work on a Fire alarm, or Fire suppression (hood, booth or area) system, the proper permit application form and (if new to our permit system) a contractor information form need to be submitted. With these requests one electronic (pdf/word file on a CD preferred) is required for our files and a paper copy of the plans to be stamped and retained on site must be submitted.

The permit fee will be calculated and must be paid after the permit is approved.

*In case of minor work (the addition of 8 devices or less) to an existing alarm or suppression system there is a place on the application form to check and due to the minor nature of the work being done a permit can be requested and issued without any additional plans or specifications/calculations.

The State of Oklahoma and the City of Oklahoma City have adopted the 2009 International Fire and International Building Codes and currently are using the 2013 NFPA 13, 13R, 13D, and 72 reference standards for system design.

All correspondence should be sent to:

Oklahoma City Fire Marshal's Office
2300 General Pershing Blvd
Oklahoma City, Oklahoma. 73107
Attn: New Construction

Additional information can be found at <http://www.okc.gov/fire/enforcement/construction/index.html>

If you have any questions please contact Mike Willson at mike.willson@okc.gov or Mike Arismendez at michael.arismendez@okc.gov or by calling 405-297-3584.

An Operational permit is also required for any Electronic Door Hardware that is installed (Magnetic locks, electric strike etc...). This permit should be requested and granted prior to occupancy. The egress hardware system must be installed to comply with the International Fire and Building Codes adopted by the State and City.