

## **Boston Fire Department Permit Requirements and Responsibilities for General Contractors on Large Projects in Boston**

### **Construction Phase:**

#### **The General Contractor pulls the following permits from BFD:**

1. Construction Fire Safety (does not include any Sprinkler, Fire Alarm, Hot Work, or Cut and Cap Work being performed on the site, it only includes the physical structure's demolition and/or construction)
2. Temporary Dumpster Permits
3. Bagging Smoke Detectors
4. Fuel Storage – on a General Permit
5. Temporary Heat
6. Emergency Generators – temporary for the project

#### **General Contractor Responsibilities**

1. Makes sure each of the above permits (if required) are reapplied for before expiration
2. Makes sure each and every contractor working on the project has their own appropriate and active permit to perform the work they are contracted to do
  - a. Applies for new permit before it expires
3. Gets a Hot Work Permission Letter from the property owner/owner's agent that allows the General Contractor and each subcontractor to perform work at the project site address
  - a. On property owner's stationary
  - b. Dated
  - c. Body states:
    - i. That the property owner/agent grants permission for the for the general contractor and it's subcontractor's to perform hot work at the specific address of the project:
    - ii. Each contractor is then listed in the letter
  - d. Signed by Property owner/agent with their title
  - e. Distributes it to all subcontractors performing Hot Work so it is attached to their application
4. NFPA 241 Plan
5. Site Fuel Storage Matrix
  - a. Updated for phases – it is a living document
  - b. Updating General Permit with BFD as need arises
6. Maintaining a secure fuel storage site for all flammables and combustibles
7. Fire Prevention Program Manager (FPPM)
  - a. Makes sure site is clean of debris

- b. Fuel is properly stored in a secure location on the property and if allowed in a fire safe cabinet in the structure
- c. Makes sure all Fire Safety Procedures are followed

**Each subcontractor pulls their own related permits for the work they are performing and provides supporting required documentation**

- 1. Temporary Standpipe
- 2. Hot Work
- 3. Sprinkler – Fire Suppression Systems
- 4. Permanent Standpipe
- 5. Cut and Cap – Sprinkler Permit
- 6. Fire Alarm
- 7. Asbestos Removal
- 8. Bagging Smoke Detectors if reason for is related to other permitted work
- 9. Generator
- 10. Ventless Fireplaces
- 11. Any other applicable BFD permit types

**Certificate of Occupancy Phase:**

**General Contractor is responsible for coordinating all testing, inspections, and making sure all BFD Occupancy related permits are applied for by owner and in place so occupancy can be issued:**

- 1. Place of Assembly
- 2. Annual Permit
- 3. License for Storage of Flammables and Combustibles
- 4. Lab (rarely)
- 5. Chemist Certificates