



## CITY OF PARKER AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME OF PRESENTER:

Sloan

2. MEETING DATE:

09/16/2025

3. PURPOSE:

Permitting Process Policy

4. IS THIS ITEM BUDGETED (IF APPLICABLE)

YES

☐

NO

☐

N/A X

Per state law, 2025-115 (Formerly HB 551) (Section 553.7932, F.S.)

SIMPLIFIED PERMITTING PROCESSES FOR FIRE ALARM SYSTEM  
PROJECTS AND FIRE SPRINKLER SYSTEM PROJECTS

The following are the processes to be used by the City of Parker and/or its contractor, currently EPCI (collectively "city"), in evaluating and permitting fire alarm system projects and fire sprinkler system projects in the City of Parker, Florida.

(1) Definitions.

(a) "Alteration" means to add, install, relocate, replace, or remove.

(b) "Component" means valves, fire sprinklers, escutcheons, hangers, compressors, or any other item deemed acceptable by the local enforcing agency. For purposes of this paragraph, a valve does not include pressure-regulating, pressure-reducing, or pressure-control valves.

(c) "Contractor" means a person who:

1. Is qualified to engage in the business of electrical or alarm system contracting pursuant to a certificate or registration issued by the department under part II of chapter 489; or
2. Is qualified to engage in the business of fire protection system contracting pursuant to a license or certificate issued by the State Fire Marshal.

(d) "Fire alarm system project" means a fire alarm system alteration of a total of 20 or fewer initiating devices and notification devices; the installation or replacement of a fire communicator connected to an existing fire alarm control panel in an existing commercial, residential, apartment, cooperative, or condominium building; or the replacement of an existing fire alarm panel using the same make and model as the existing panel.

(e) "Fire sprinkler system project" means a fire protection system alteration of a total of 20 or fewer fire sprinklers in which the sprinklers are of the same K-factor and located in spaces where there is no change of hazard classification or increased system coverage area, or the installation or replacement of an equivalent fire sprinkler system component in an existing commercial, residential, apartment, cooperative, or condominium building. For purposes of this paragraph, a component is equivalent if the component has the same or better characteristics, including electrical, hydraulic, pressure losses, and required listings and spacing as the component being replaced.

(2) A contractor, as a condition of obtaining a permit for a fire alarm system project or fire sprinkler system project, shall submit an application to the city and deliver payment of the appropriate amount to the city. The city shall not require a contractor to submit plans or specifications as a condition of obtaining a permit for a fire alarm system project or fire sprinkler system project.

(3) The city shall have 10 business days to determine if the application is complete and to notify the contractor of any deficiencies in its completion. The contractor shall correct the deficiencies and resubmit its application within 10 business days. Again, the city shall have 10 business days to determine if the application is complete. If the application is deemed complete, the city shall notify the contractor and the City Clerk contemporaneously with that determination.

(4) The city shall issue a permit for a fire alarm system project or fire sprinkler system project in person or electronically within 2 business days after submission and verification of a completed application. A contractor may commence work authorized by the permit immediately after submission and confirmation of a completed application.

(5) The contractor shall submit a written request for an inspection of the fire alarm system project or fire sprinkler system project. The city shall inspect the applicable project within 3 business days after such inspection is requested, to ensure compliance with applicable codes and standards. If a fire alarm system project or fire sprinkler system project fails an inspection, the contractor must take corrective action as necessary within 30 days. At the later of 30 days after the prior inspection or within 3 business days after the contractor requests an additional inspection, the city shall inspect the project again to ensure compliance with applicable codes and standards. Each time the fire alarm system project or fire sprinkler system project fails another inspection, the contractor must take corrective action as necessary to pass inspection within 30 days; whereupon another inspection shall be conducted at the later of 30 days after the prior inspection or within 3 business days after the contractor requests an additional inspection. The city shall charge the applicable fee for each such inspection.

(6)

(a) For a fire alarm system project, a contractor shall keep a copy of the plans and specifications at the fire alarm system project worksite and make such plans and specifications available to the inspector for an onsite plans review at each inspection. If the city determines that it needs additional documents for recording purposes, the contractor shall provide

such documentation in paper or electronic form to the city within business days after the inspection or 4 days after the documentation is requested, whichever is later. The city may not require additional plans reviews or documentation of areas or devices outside the scope of permitted work, as needed on permit applications.

(b) For a fire sprinkler system project, a contractor must keep a copy of the plans and specifications at the fire sprinkler system project worksite and make such plans and specifications available to the inspector at each inspection. If the city determines that it needs additional documents for recording purposes, the contractor must provide such documentation in paper or electronic form to the city within 4 business days after the inspection or 4 days after the documentation is requested, whichever is later. The city may not require additional plans, reviews, or documentation of areas or devices outside the scope of permitted work, as needed on permit applications.

(c) For a fire sprinkler system project to install or replace a component, a contractor must keep a copy of the manufacturer's installation instructions and any pertinent testing instructions needed to certify or accept the component at the fire sprinkler system project worksite and make such documents available to the inspector at each inspection.

(6) In the event that the city fails to meet a deadline under subsection (3) or subsection (4) above, it must refund the permit fee by 10 percent for each business day after such failure, unless the city and contractor agree in writing to a reasonable extension of time, the delay is caused by the applicant, or the delay is attributable to a force majeure or other extraordinary circumstances. Each 10-percent refund shall be based on the original amount of the permit fee.

## CHAPTER 2025-115

### Committee Substitute for Committee Substitute for House Bill No. 551

An act relating to fire prevention; amending s. 553.7932, F.S.; defining the term “alteration”; revising the definition of the term “fire alarm system project”; requiring a local enforcement agency to issue a permit for a fire alarm system project or fire sprinkler system project within a specified time period; authorizing work to commence immediately; requiring the local enforcement agency to provide an inspection within a specified timeframe; requiring that certain plans and specifications be available for an onsite plans review during an inspection; requiring a contractor to provide additional documents, if necessary, within a specified timeframe; prohibiting a local enforcement agency from requiring additional plans reviews or documentation outside the scope of the permitted work; requiring that permit fees be refunded by a certain percentage if a local government fails to meet certain deadlines; providing exceptions; requiring local enforcement agencies to establish a simplified permitting process by a specified date; amending s. 633.202, F.S.; providing that a county or municipality may only enforce an ordinance that has been sent to the Florida Building Commission and the State Fire Marshal as of a certain date; amending s. 633.312, F.S.; requiring a uniform summary inspection report to include specified information; removing the requirement for a brief summary of deficiencies; requiring a contractor’s detailed inspection report to be provided with a uniform summary inspection report; removing an exception from submitting certain information within a detailed inspection report; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Paragraphs (a) through (d) of subsection (1) of section 553.7932, Florida Statutes, are redesignated as paragraphs (b) through (e), respectively, present paragraph (c) of subsection (1), subsections (3) and (4), and paragraphs (a) and (b) of subsection (5) are amended, and a new paragraph (a) is added to subsection (1) and subsections (6) and (7) are added to that section, to read:

553.7932 Simplified permitting processes.—

(1) As used in this section, the term:

(a) “Alteration” means to add, install, relocate, replace, or remove.

(d)(e) “Fire alarm system project” means a fire alarm system alteration of a total of 20 or fewer initiating devices and notification devices; ~~or the~~ installation or replacement of a fire communicator connected to an existing fire alarm control panel in an existing commercial, residential, apartment,

cooperative, or condominium building; or the replacement of an existing fire alarm panel using the same make and model as the existing panel.

(3) A local enforcement agency must issue a permit for a fire alarm system project or fire sprinkler system project in person or electronically within 2 business days after submission of a completed application. A contractor may commence work authorized by the permit immediately after submission of a completed application.

(4) The a local enforcement agency must provide an inspection within 3 business days after such inspection is requested, ~~require at least one inspection of a fire alarm system project or fire sprinkler system project to~~ ensure compliance with applicable codes and standards. If a fire alarm system project or fire sprinkler system project fails an inspection, the contractor must take corrective action as necessary to pass inspection.

(5)(a) For a fire alarm system project, a contractor must keep a copy of the plans and specifications at the fire alarm system project worksite and make such plans and specifications available to the inspector for an onsite plans review at each inspection. If the local enforcement agency determines that it needs additional documents for recording purposes, the contractor must provide such documentation in paper or electronic form to the local enforcement agency within 4 business days after the inspection or 4 days after the documentation is requested, whichever is later. The local enforcement agency may not require additional plans reviews or documentation of areas or devices outside the scope of permitted work, as needed on permit applications.

(b) For a fire sprinkler system project ~~to alter an existing fire protection system,~~ a contractor must keep a copy of the plans and specifications at the fire sprinkler system project worksite and make such plans and specifications available to the inspector at each inspection. If the local enforcement agency determines that it needs additional documents for recording purposes, the contractor must provide such documentation in paper or electronic form to the local enforcement agency within 4 business days after the inspection or 4 days after the documentation is requested, whichever is later. The local enforcement agency may not require additional plans, reviews, or documentation of areas or devices outside the scope of permitted work, as needed on permit applications.

(6) A local government that fails to meet a deadline under subsection (3) or subsection (4) must refund the permit fee by 10 percent for each business day after such failure, unless the local government and contractor agree in writing to a reasonable extension of time, the delay is caused by the applicant, or the delay is attributable to a force majeure or other extraordinary circumstances. Each 10-percent refund shall be based on the original amount of the permit fee.

(7) By October 1, 2025, a local enforcement agency must establish a simplified permitting process that complies with this section.



Section 2. Subsection (9) of section 633.202, Florida Statutes, is amended to read:

633.202 Florida Fire Prevention Code.—

(9)(a) The State Fire Marshal shall make rules that implement this section and ss. 633.104 and 633.208 for the purpose of accomplishing the objectives set forth in those sections.

(b) A county or municipality may only enforce an ordinance providing for a local amendment to the Florida Fire Prevention Code if such ordinance was transmitted to the Florida Building Commission and the State Fire Marshal pursuant to subsection (8) as of the date that the permit was submitted.

Section 3. Paragraph (b) of subsection (3) of section 633.312, Florida Statutes, is amended to read:

633.312 Inspection of fire control systems, fire hydrants, and fire protection systems.—

(3)

(b) The State Fire Marshal shall adopt rules to implement a uniform summary inspection report and submission procedures to be used by all third-party vendors and local authorities having jurisdiction. For purposes of this section, a uniform summary inspection report must record the address at which where the fire protection system or hydrant is located, the company and person conducting the inspection and their license number, the date of the inspection, and the fire protection system or hydrant inspection status, including the total number of deficiencies found, separated into critical and noncritical categories, and a brief description of impairment deficiencies ~~a brief summary of each deficiency, critical deficiency, non-critical deficiency, or impairment found.~~ A contractor's detailed inspection report must also be provided, but is not required to follow the uniform summary inspection report format. The State Fire Marshal shall establish by rule a submission procedure for each means provided under paragraph (a) by which a local authority having jurisdiction may accept uniform summary inspection reports. Each of the submission procedures must allow a contractor to attach additional documents with the submission of a uniform summary inspection report, including a physical copy of the contractor's detailed inspection report. A submission procedure may not require a contractor to submit information contained within the detailed inspection report ~~unless the information is required to be included in the uniform summary inspection report.~~

Section 4. This act shall take effect July 1, 2025.

Approved by the Governor June 3, 2025.

Filed in Office Secretary of State June 3, 2025.

## **Fla. Stat. § 553.7932**

\*\*\*Current through the 2025 Regular Session.\*\*\*

**LexisNexis® Florida Annotated Statutes** > **Title XXXIII. Regulation of Trade,  
Commerce, Investments, and Solicitations. (Chs. 494 — 560)** > **Chapter 553. Building  
Construction Standards. (Pts. I — VIII)** > **Part IV. Florida Building Code. (§§ 553.70 —  
553.8991)**

### **§ 553.7932. Simplified permitting processes.**

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(1)

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(b) "Component" means valves, fire sprinklers, escutcheons, hangers, compressors, or any other item deemed acceptable by the local enforcing agency. For purposes of this paragraph, a valve does not include pressure-regulating, pressure-reducing, or pressure-control valves.

(c) "Contractor" means a person who:

1. Is qualified to engage in the business of electrical or alarm system contracting pursuant to a certificate or registration issued by the department under part II of chapter 489; or
2. Is qualified to engage in the business of fire protection system contracting pursuant to a license or certificate issued by the State Fire Marshal.

(d) "Fire alarm system project" means a fire alarm system alteration of a total of 20 or fewer initiating devices and notification devices; the installation or replacement of a fire communicator connected to an existing fire alarm control panel in an existing commercial, residential, apartment, cooperative, or condominium building; or the replacement of an existing fire alarm panel using the same make and model as the existing panel.

(e) "Fire sprinkler system project" means a fire protection system alteration of a total of 20 or fewer fire sprinklers in which the sprinklers are of the same K-factor and located in spaces where there is no change of hazard classification or increased system coverage area, or the installation or replacement of an equivalent fire sprinkler system component in an existing commercial, residential, apartment, cooperative, or condominium building. For purposes of this paragraph, a component is equivalent if the component has the same or better characteristics, including electrical, hydraulic, pressure losses, and required listings and spacing as the component being replaced.

(2)

(a) A local enforcement agency may require a contractor, as a condition of obtaining a permit for a fire alarm system project or fire sprinkler system project, to submit a completed application and payment.

(b) A local enforcement agency may not require a contractor to submit plans or specifications as a condition of obtaining a permit for a fire alarm system project or fire sprinkler system project.

(3) A local enforcement agency must issue a permit for a fire alarm system project or fire sprinkler system project in person or electronically within 2 business days after submission of a completed application. A contractor may commence work authorized by the permit immediately after submission of a completed application.

(4) The local enforcement agency must provide an inspection within 3 business days after such inspection is requested, to ensure compliance with applicable codes and standards. If a fire alarm system project or



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fire sprinkler system project fails an inspection, the contractor must take corrective action as necessary to pass inspection.

(5)

(a) For a fire alarm system project, a contractor must keep a copy of the plans and specifications at the fire alarm system project worksite and make such plans and specifications available to the inspector for an onsite plans review at each inspection. If the local enforcement agency determines that it needs additional documents for recording purposes, the contractor must provide such documentation in paper or electronic form to the local enforcement agency within business days after the inspection or 4 days after the documentation is requested, whichever is later. The local enforcement agency may not require additional plans reviews or documentation of areas or devices outside the scope of permitted work, as needed on permit applications.

(b) For a fire sprinkler system project, a contractor must keep a copy of the plans and specifications at the fire sprinkler system project worksite and make such plans and specifications available to the inspector at each inspection. If the local enforcement agency determines that it needs additional documents for recording purposes, the contractor must provide such documentation in paper or electronic form to the local enforcement agency within 4 business days after the inspection or 4 days after the documentation is requested, whichever is later. The local enforcement agency may not require additional plans, reviews, or documentation of areas or devices outside the scope of permitted work, as needed on permit applications.

(c) For a fire sprinkler system project to install or replace a component, a contractor must keep a copy of the manufacturer's installation instructions and any pertinent testing instructions needed to certify or accept the component at the fire sprinkler system project worksite and make such documents available to the inspector at each inspection.

(6) A local government that fails to meet a deadline under subsection (3) or subsection (4) must refund the permit fee by 10 percent for each business day after such failure, unless the local government and contractor agree in writing to a reasonable extension of time, the delay is caused by the applicant, or the delay is attributable to a force majeure or other extraordinary circumstances. Each 10-percent refund shall be based on the original amount of the permit fee.

(7) By October 1, 2025, a local enforcement agency must establish a simplified permitting process that complies with this section.

## History

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S. 3, ch. 2022-124, effective July 1, 2022; s. 1, ch. 2023-224, effective July 1, 2023; s. 1, ch. 2025-115, effective July 1, 2025.