

Amusement Buildings Operational Permit Application



Greensboro Fire Department
Fire and Life Safety Division
300 W. Washington Street
Greensboro, NC 27401
(336) 373-7929

<http://www.greensboro-nc.gov/firepermits>



Note

Updated 07/01/2023

An operational permit is required to operate a special amusement building.

Definition: SPECIAL AMUSEMENT BUILDING. A building that is temporary, permanent or mobile that contains a device or system that conveys passengers or provides a walkway along, around or over a course in any direction as a form of amusement arranged so that the egress path is not readily apparent due to visual or audio distractions or an intentionally confounded egress path, or is not readily available because of the mode of conveyance through the building or structure.

This permit does not supersede any construction permit requirements.

Guilford County Schools

All Guilford County School fire permits, building plans, and Technical Review Committee (TRC) site plans will now be reviewed by Guilford County Fire Marshal's Office. Here is their website for more information:

<https://www.guilfordcountync.gov/our-county/emergency-services/fire-division/guilford-county-fire-marshal-office/building-fire-system-plan-reviews/-fsiteid-1>

How do I submit for a Greensboro Fire Permit?

1. Go to www.greensboro-nc.gov/firepermits and download the applicable permit application(s) for your project.
2. On the applicable permit application, see the *Requirements for Fire Permitting and Inspection* section.
3. If a fire permit is required for your scope of work, combine the permit application and required documents into a single PDF and submit them at www.greensboro-nc.gov/PlanReviewandTracking (you will need to create a login). Once at your dashboard you will need to select "New Request." Enter the requested information and submit your plan.
4. We then receive the submittal and verify the fees are correct. You will then receive notification via email and your dashboard for payment. You can pay from your dashboard by clicking the "\$" beside your plan or by clicking the link in the email.
5. Once you pay online by credit/debit card, your submittal will go into the review queue. If the plan doesn't require payment we will confirm no fee is required and then add the plan to the queue.
6. Once your plan is reviewed, you will be able to resubmit a revision or download the approved set of plans directly from the website. Look in the comments section of your submittal for more information.
7. Once your permit has been approved, you will be able to download the approved and stamped set directly from the website. You may then call (336) 373-7829 to schedule a Fire inspection. An approved stamped set of paper plans shall be on site.

Requirements for Fire Permitting and Inspections

- **New Installations**- *ALL properties (that are subject to NC Fire Code)*

- **All new Special Amusement Buildings** = Permit submittal required – see below for documents required (\$150) / Inspection Required (\$150)

Required documents:

- Completed Permit Application
- Detailed Life Safety Plan and floor layout
- Occupant load calculations
- Fire protection system plans
- Component cut sheets and locations
- List of all equipment being used in build and location shown on plan
- Announcement Plan (NCFC 403.2.2)
- Emergency egress or escape routes
- Public Assembly areas
- Vendor and food concession distribution
- the need for the presence of Law Enforcement
- the need for Fire and Emergency Medical Services personnel
- List of names showing all trained crowd managers (one crowd manager per 250 people)
- *Note- Tents will require an additional and separate permit application

- **Existing Installations** - *ALL properties (that are subject to NC Fire Code)*

- **All existing Special Amusement Buildings** = this permit application is only required for new installations. Once the building has had the final inspection, all future required inspections will be completed periodically as required for the occupancy classification and use in accordance with the NC Fire Code. Those inspections will re-verify fire code is being met in these buildings and you will be billed accordingly. For more information you may call the Deputy Fire Marshal over periodic fire inspections at 336-373-7844.

Required Fire Inspections

- **Final Inspection (new installations)**
- **Fire Inspections Scheduling- Call 336-373-7829**

Fee Schedule

(Please note that permit review fees are paid for separately from the inspection fees)

Permit Review Fees	Inspection Fees
(This fee is paid online prior to your permit/plan being reviewed)	(This fee is billed to you by Fire Recovery USA after each inspection)
<ul style="list-style-type: none"> • Special Amusement Buildings Review: \$150 • Special Amusement Buildings Resubmission Review: \$150 	<ul style="list-style-type: none"> • Special Amusement Buildings Inspections: \$150 per visit (up to 3 hours), \$150 each additional hour • If additional inspectors are required: \$150 per hour for each inspector.

Application Information

Applicants Name (Person):	Phone:	Email:
Applicants Company Address:		Applicants Company Name:
Project Name:		Project Address:

SCOPE OF WORK:

<input type="checkbox"/> New Facility <input type="checkbox"/> Existing Facility	Building Permit Number (if applicable):
Sq. Ft. of Work Area:	Fire Extinguishing Systems: <input type="checkbox"/> Full <input type="checkbox"/> Part <input type="checkbox"/> None
Sq. Ft. of Building:	Fire Alarm System: <input type="checkbox"/> Full <input type="checkbox"/> Partial <input type="checkbox"/> None
Building Occupancy Classification(s): Examples: B,M, F, S-1, H-3	Number of Floors (entire building): Floors in scope of work:
Basement: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Is the facility reporting hazardous material under SARA Title III Federal Requirments: <input type="checkbox"/> Yes <input type="checkbox"/> No	

DISCLAIMER

This is an application to submit for a permit. Submittal of this document does not guarantee a permit. No occupancy can occur prior to receiving an inspection. Final fire permit approval will occur during the on-site inspection if no violations are present.

By submitting this permit application you agree to the following:

I hereby certify that all information in this application is correct and all work will comply with the State Building Code and all other applicable State and local laws and ordinances and regulations. The Inspection Department will be notified of any changes in the approved plans and specifications for the project permitted herein.

This permit expires 365 days after issuance. No work authorized by a permit that has expired may be performed until a new permit has been issued. Once the building has had the final inspection, all future required inspections will be completed periodically as required for the occupancy classification and use in accordance with the NC Fire Code. Those inspections will re-verify fire code is being met in these buildings and you will be billed accordingly. For more information you may call the Deputy Fire Marshal over periodic fire inspections at 336-373-7844.