

# Emergency Responder Communication Coverage System (ERCCS) Design Criteria Request, Building Signal Analysis, and Construction 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

A construction permit is required for installation of or modification to emergency responder radio coverage systems and relation equipment. This permit is a stand-alone permit and requires all documents to be submitted separate from a building/site plan. This document is used to request Greensboro Fire Department design criteria information, a building signal analysis review (for all buildings that require an analysis), and a construction permit. Greensboro Fire Department Requires a **Class A System** to be installed.

### 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](http://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](http://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 permit/plan is reviewed, you will be able to resubmit a revision or download the approved set of plans or information directly from the website. Look in the comments section of your submittal for more information.
7. Once your permit/request has been approved, you will be able to download the approved and stamped set of plans or information 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

Any work that is not addressed in this section does not currently require a fire permit or inspection. However, all work associated with NC Fire Code is still required to meet the applicable code requirements. All work items associated with the scope of work can be submitted together with one application.

- **ERCCS Design Criteria Request-**

- **Greensboro Fire Department Letter to Designers request**= Permit application submittal required – see below for documents required (\$0) / No Inspection associated with this document request (\$0)

**\*Note-** This document is update periodically as code requirements change.

**Required documents:**

- Completed Permit Application
- Certification of in-building system training issued by an approved organization or approved school, or a certificate issued by the manufacturer of the equipment being installed FCC License
- A valid FCC-issued General Radio Operators License

- **ERCCS Building Signal Analysis-**

- **A Building Signal Analysis is required if a new building meets any of these requirements:**

- Building is over **7500 ft<sup>2</sup>** in size
- Building has more than one story above grade plane
- Building has no windows
- Building is underground
- Building has a basement

- **Building Signal Analysis Review**= Permit submittal required – see below for documents required (\$100) / Inspection Required – Verified on Final Fire Inspection (\$0)

**\*Note-** This review verifies if the system is required or not. If in the opinion of the applicant the building fails the analysis, the building signal analysis can be reviewed when submitted as part of the Emergency Responder Radio Coverage System construction permit. ERCCS will only be allowed in buildings that fail a required analysis.

**Required documents:**

- Completed Permit Application
- Certification of in-building system training issued by an approved organization or approved school, or a certificate issued by the manufacturer of the equipment being installed FCC License
- A valid FCC-issued General Radio Operators License
- Completed ERCC System Building Analysis for radio signal strength showing all critical areas
- Radio channels/frequencies used

- **ERCCS Construction Permit Requirements (New Systems)**- *ALL properties (that are subject to NC Fire Code)*

- **All New Installations**= Permit submittal required – see below for documents required (\$100) / Inspection Required (\$150)

**Required documents:**

- Completed Permit Application
- Certification of in-building system training issued by an approved organization or approved school, or a certificate issued by the manufacturer of the equipment being installed FCC License
- A valid FCC-issued General Radio Operators License (for both designer and lead installer)
- Completed ERCC System Building Analysis for radio signal strength showing all critical areas
- Radio channels/frequencies used
- Layout and arrangement plan of communication equipment
- Amplification system configuration
- Signal booster location
- Standby power configuration
- Component locations and cut sheets
- Heat map for proposed system coverage in building
- Completed GM911 and GCES Letter (minus the approval signatures from GM911 and GCES). This document is located in our ERCC System Letter to Designers. We will get the appropriate signatures and email back to the applicant as well as add it to our records.

- **ERCCS Construction Permit Requirements (Existing Systems)**- *ALL properties (that are subject to NC Fire Code)*

- **Additions, deletions, or relocations to include: Bi-directional Amplifier (BDA) / Repeater / FCC Booster / Antenna installations and replacements/Connector and or Backbone Cabling Components** = Submit permit application and cut sheets for the device(s) only (\$100) / Inspection Required (\$150)

**\*Note:** If the FCC Booster ID, system owner, site contact, or site name changes a new GM911 and GCES Letter will need to be submitted (minus the approval signatures from GM911 and GCES). This document is located in our ERCC System Letter to Designers. We will get the appropriate signatures and email back to the applicant as well as add it to our records.

**Required Documents:**

- Completed Permit Application
- Certification of in-building system training issued by an approved organization or approved school, or a certificate issued by the manufacturer of the equipment being installed FCC License
- A valid FCC-issued General Radio Operators License (for both designer and lead installer)
- Completed ERCC System Building Analysis for radio signal strength showing all critical areas
- Radio channels/frequencies used
- Layout and arrangement plan of communication equipment
- Amplification system configuration
- Signal booster location
- Standby power configuration
- Component locations and cut sheets
- Heat map for proposed system coverage in building
- A copy of the previously approved GM911 and GCES Letter for the site. If one cannot be located, a new one shall be submitted.

- **Removal of an ERCCS**- Plan submittal required – see below for documents required (\$100) / Inspection Required (\$150)

**Required documents:**

- Completed Permit Application
- Certification of in-building system training issued by an approved organization or approved school, or a certificate issued by the manufacturer of the equipment being installed FCC License
- A valid FCC-issued General Radio Operators License (for both designer and lead installer)
- Completed ERCC System Building Analysis for radio signal strength showing all critical areas
- Radio channels/frequencies used
- Information on why the system is being removed and how the building will meet ERCCS code requirements post-removal of system

## Required Fire Inspections

- **Final Inspection on system and devices** – this could include 100% of the system (depending on the scope of work)
- **Fire Inspections Scheduling**- Call 336-373-7829

\*\*\*For electrical permit/inspection information call the Greensboro Electrical office at (336) 373-2040\*\*\*

## Fee Schedule

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

Permit Review Fees <small>(This fee is paid online prior to your permit/plan being reviewed)</small>	Inspection Fees <small>(This fee is billed to you by Fire Recovery USA after each inspection)</small>
<ul style="list-style-type: none"> <li><b>ERCCs Design Criteria Request: No Fee</b></li> <li><b>ERCCS Building Signal Analysis Review: \$100</b></li> <li><b>ERCCS Construction Permit Review: \$100</b></li> <li><b>ERCCS Construction Permit Resubmission Review: \$150</b></li> </ul>	<ul style="list-style-type: none"> <li><b>All ERCCS Inspections: \$150 per visit (up to 3 hours), \$150 each additional hour</b></li> <li><b>If additional inspectors are required: \$150 per hour for each inspector.</b></li> </ul>

### Application Information

**What are you submitting this Emergency Responder Communication Coverage System application for?**

- Design Criteria Request
- Building Signal Analysis Review
- Construction Permit

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 Requirements:**  Yes  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 will expire 6 months after the date of issuance if the work authorized by the permit has not commenced. A fire inspection shall be requested within those first 6 months of permit issuance to verify work has commenced or the permit immediately expires. If, after commencement and initial fire inspection, the work is discontinued for a period of 12 months, the permit immediately expires. A fire inspection shall be requested within each 12 month period after the first 6 months of permit issuance, to verify work is continuing, or the permit immediately expires. No work authorized by a permit that has expired may be performed until a new permit has been issued.