



EXCELSIOR FIRE DISTRICT

24100 SMITHTOWN ROAD



SHOREWOOD, MN 55331

EFD Plan Review Criteria

All projects/construction must meet:

Minnesota State Fire Code 2020

Adopted by the State of Minnesota in March 31, 2020

Minnesota State Residential Code 2020

Minnesota State Building Code 2020

NFPA 13-Sprinkler Systems 2016 Edition

NFPA 13D- Sprinkler Systems-Residential Dwellings 2016 Edition

NFPA 13R Sprinkler Systems-Multi-Residential 2016 Edition

NFPA 25-Inspection of Sprinklers & Standpipes 2016 Edition

NFPA 14-Standpipes 2016 Edition

NFPA 72-Fire Alarm Code 2016 Edition

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The Excelsior Fire District is made up of five cities: Excelsior, Deephaven, Greenwood, Shorewood, and Tonka Bay.

The Excelsior Fire District does not issue building, fire sprinkler, or fire alarm permits. See below for details on the individual cities for permits related to existing or new construction.

Note: The 55331-zip code is for mailing purposes and encompasses many cities. The zip code is not exclusive to the 5 cities in the Excelsior Fire District. Verify the city your project is in.

The Excelsior Fire District requires and issues Tank Removal, Installation, and Abandonment Permits for all five cities. Contact Kellie Murphy Ringate @ 952-960-1692

Minnesota Rules 1306-Buildings 2000 square feet or more

Adopted by the City of Excelsior, Greenwood, Shorewood, and Tonka Bay.

Plan Review

Contact info required for the person(s) overseeing the project/construction.

NEW CONSTRUCTION

Plan required to be reviewed by the Excelsior Fire District:

Fire Sprinkler Systems

- Commercial
- Residential

Buildings Plans

Fire Alarm System Plans

EXISTING CONSTRUCTION

Plans subject to review by the Excelsior Fire District:

Tenant Build Outs

Building or Space Remodels

Fire Sprinkler System reconfiguration, additions, and changes

- Plans required for 20 or more changes, additions, or changes to fire sprinkler heads

Fire Alarm Systems

- New Installs
- Fire Alarm Panel Replacements
- Upgrades

Plan reviews require 14 business days to review from the date the plans, hydraulic calculations, data sheets, and other required documents are received by the Excelsior Fire District. All items listed above must be received before plans will be reviewed.

Note: The Excelsior Fire District will keep the items mentioned above for our records.

Plans from all five cities are reviewed in the order they are received and not by the size of the job or square footage of the building.

Plans must be submitted to the City of Excelsior, Deephaven, Greenwood, Shorewood, or Tonka Bay for a permit. The Excelsior Fire District does not issue building, fire sprinkler system, or fire alarm system permits.

BUILDING PERMITS ISSUED BY CITIES

| City | Fire Sprinkler System Install | Fire Sprinkler System Modification | Fire Alarm System Install | Fire Alarm System Modification |
|-----------|-------------------------------|------------------------------------|---------------------------|--------------------------------|
| Excelsior | X | X | X | X |
| Deephaven | X | X | X | X |
| Greenwood | X | X | X | X |
| Shorewood | X | X | X | X |
| Tonka Bay | X | X | X | X |

Excelsior Permits: Contact the City of Excelsior Staff, 952-474-5233
<http://www.ci.excelsior.mn.us/index.aspx?NID=129>

Deephaven Issues Permits: Contact the City of Deephaven Staff, 952-358-9935
http://www.cityofdeephaven.org/index.asp?SEC=ABD263AC-540B-48D0-8B5B-B358E24EE30E&Type=B_BASIC

Greenwood Issues Permits: Contact City of Greenwood 952-474-6633
http://www.greenwoodmn.com/index.asp?SEC=C446C0E6-C85B-4D6B-9F2A-45390CDE8A69&Type=B_BASIC

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Shorewood Permits: Contact the City of Shorewood Staff, 952-474-3236
<http://www.ci.shorewood.mn.us/pages/olforms/olforms.html>

Tonka Bay Issues Permits: Contact the City of Tonka Bay Staff, 952-474-7994
<http://www.cityoftonkabay.net/formsandpermits>

Occupancy must be classified before plans are reviewed.

Information required for occupancy classification:

Hours of operation

Primary function

Address of former location

On site sales

On line sales

Mission statement

Open to the public/access by the public

Current square footage of the building and any increase in square footage proposed for the building

Plans, as built plans, and permits must be on site at all times.

A rough in inspection will not be conducted without a plan review.

48 hours' notice is required for rough in and a final inspection.

Fire Alarm Systems

Fire alarm plans required for review.

Must be a UL certified alarm company.

Annunciator required at the main entrance.

Zone(s) required to be posted at the annunciator and alarm panel.

A horn and strobe is required on a commercial building.

Fire Sprinkler System

Plans must include data sheets and hydraulic calculations.

Plans required for 20 or more fire sprinkler head reconfigurations, additions, and changes.

Stand pipes required in multi-level new construction buildings

Exterior entrance to Sprinkler Riser Room preferred.

Residential Sprinkler Systems

Solenoid allowed and required on a residential well system unless they are a multipurpose system.

No shut off on residential riser unless it is a multipurpose system.

Residential sprinkler systems shut off must be installed before the meter.

No shut offs allowed after the meter.

The Excelsior Fire District recommends that a sprinkler head is placed above the staircase. This is a recommendation and not a requirement

General

A fire and police emergency Knox box (lock box) must be installed on a commercial building.

The address must be visible and legible-front and back of the building. Address must be visible and legible-front and Back doors. Buildings on corners require

the full address on both sides of the building facing the public way, parking lots, roads, streets, highways, etc. Contact the Excelsior Fire District for number/lettering size.

Emergency responder radio coverage must be adequate in newly constructed buildings.

Revised: May 19, 2020