
February 15, 2022

Reminder of Permit Requirements for Fire Alarm Systems

Hello,

You are receiving this letter because our records indicate that you have obtained a fire alarm permit from the Southwest Michigan Building Authority in the last two years.

In that time, the Authority has noticed a concerning trend of work being done prior to issuance of an electrical permit, with multiple projects being fully completed prior to the approval of plans.

This letter is a reminder to all contractors that Section 105.1 of the 2015 Michigan Building Code (2015 MBC) requires that a permit must be *obtained* prior to the start of any work regulated by the Code. Obtained means that the appropriate application has been submitted along with all required supporting documents including plans; that said plans have been reviewed and approved by the Authority; that the approved permit has been paid for and issued. **Working without a valid permit is unlawful.**

Please consider this notice to be your only warning. Going forward, the Authority will be referring all incidents of working without permits to ordinance enforcement, which will result in citations and fines being issued against you. In addition, the Authority may elect to file complaint(s) against the licensee with the Michigan Department of Licensing and Regulatory Affairs (LARA) which may result in additional fines and other disciplinary action, up to and including suspension or revocation of the license.

Questions regarding this notice may be directed to our office at (269) 585-4150 or via email to info@swmiba.org.

Sincerely,
Southwest Michigan Building Authority