



KENNEWICK FIRE DEPARTMENT

FIRE PREVENTION DIVISION

Published Guidelines and Standards

19-001

Zone Map Requirements

Published: May 29, 2019

What is a Zone Map:

A zone map is intended to be a visual representation of the structure indicating the location of building and fire protection system features.

When is it Required:

A zone map is required for facilities located within the City of Kennewick city limits, when new fire alarm systems are installed, upon a tenant improvement project, a floor plan alteration, or upon request of the Fire Official.

What is Required:

Per KAC 8-29-030 (3) Automatic Fire Alarm Systems shall have a remote annunciator panel and zone map installed at a location approved by the Fire Marshal. Fire alarm control panel zones shall be pre-approved.

Zone Maps Shall:

1. Be an accurate, drawn to scale, professionally prepared document (preferably CAD).
2. Be titled "Zone Map" or "Fire Department Zone Map."
3. Be permanently mounted on a (minimum of) 11.5" X 17" document and be legible.
4. Include a directional arrow indicating North.
5. Identify the address of the property.
6. Identify the Monitoring Companies' name and contact phone number.
7. Include a "You Are Here" indicator and then install the map at that physical location.
8. Identify additional levels (basement, Floor 2, Floor 3, etc.).
 - a. Multiple maps may be required depending on size of building.
9. Identify device points if being displayed at the annunciator panel. All initiating devices installed shall accurately correspond between the zone map and the programming of the annunciator panel.
10. Contain the alarm reset code which shall be '1234' if a code is required.

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11. Include clear reset instructions.
12. Provide an area on the map labeled “Fire Department Approval” for the Fire Department to place our approved stamp.
13. Use coloration to clearly identify each zone.
14. Include a **legend or key** identifying the following, if applicable:
 - a. Fire Alarm Control Panel (FACP) labeled in **red**.
 - b. Annunciator Panel labeled in **red**.
 - c. Knox box labeled in **red**.
 - d. Fire Department Connection (FDC) labeled in **red**, if attached to the building.
 - e. Fire Sprinkler Riser Rooms labeled in **red** and system numbers for risers.
 - f. Special Hazard Areas and/or Special Extinguishment Systems.
 - g. Electrical panel and/or Mechanical Rooms
 - h. Roof accesses.
 - i. Elevator locations and elevator rooms.
 - j. HVAC Roof Top Units (RTU’s)
 - i. If they are over 2,000 CFM or a total of 2,000 CFM serving the same area and monitored by the FACP.
 - ii. Numbers must correspond with the read out on the Annunciator Panel.
 - iii. If in an attic space, the access must be clearly marked on the map.
 - k. Addressable Systems: Smoke and heat detectors shall be identified with point number.
 - l. Conventional Systems: Smoke and heat detectors are preferred but **are not required**.
15. Plans shall **not** include furniture or extra markings.

Please be Advised:

- Zone maps shall be submitted electronically to the Fire Prevention Division for **review and approval prior to installation** as part of the fire alarm permit application process.
- Zone maps will **not** be accepted on site without the Fire Department Approval stamp.

If you have any questions about these requirements or need additional information, please contact our office at 509-585-4302 or via email at FirePrevention@ci.kennewick.wa.us.