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Fire Prevention Bureau

The Bureau of Fire Prevention is responsible for providing fire and life safety protection to the public by ensuring fire code compliance and enforcement of the Fire Prevention Laws and Codes. Two major functions of the Bureau are the review of building plans for all life safety systems and the inspection and testing of any installation, alteration, modification, or repair to any fire alarm, sprinkler or suppression system. Additional responsibilities include:



Issuance of permits as mandated by MGL Chapter 148; 527CMR (Board of Fire Prevention Regulations).

Administer the state mandated inspection program conducted by fire suppression personnel for public and private schools, hospitals, hotels, clinics, day care centers, theaters and nursing homes.

Administer the residential smoke detector compliance law and supervise the smoke detector inspection program conducted by fire suppression personnel.

Conduct inspections for the issuance of Certificate of Occupancy and Smoke Detector Certifications.

Conduct inspections as required by the City of Cambridge License Commission

Administer the Fire Detail program as required for public safety.

Administer and perform inspections of the state mandated fuel storage tank regulations.

Administer the annual flammable storage permits and supervise the inspection by suppression forces.

Provide the necessary resources required for public events.

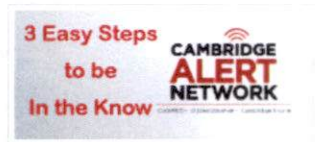
Perform inspections of restaurants and nightclubs as part of the City Managers License Task Force.

Investigate and mitigate complaints received from the public, other city agencies, and the fire suppression forces that involve fire hazard and life safety code violations.

The Bureau of Fire Prevention reports directly to the Chief of Department. This Division is staffed with one Deputy Chief, two Fire Captains, two Fire Lieutenants and two Firefighters.

How Can We Help?

I'd like to



Cambridge Fire Department
 491 Broadway
 Cambridge MA 02138
 Phone: Emergencies call 911; For the office call 617.349.4900
 Fax: 617.349.4912
 Fire Prevention Fax: 617.349.4979
[Contact Us](#)

Hours
 Most Offices: 8am-5pm, Mon-Fri
 Fire Prevention: 8-10am, 2-3pm, Mon-Thu
 8-11am on Fri
 Emergencies: call 911 anytime

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Contact Information

Our office is located on the second floor at Fire Department Headquarters, 491 Broadway (corner of Broadway and Cambridge

Office hours are Monday through Friday 8am – 4pm. (Except holidays)

Permits can be applied for online at this link: [City of Cambridge Permitting and Licensing System](#)

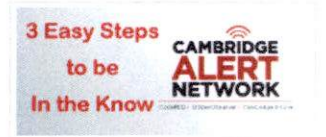
Contact Names, Phone Numbers and Email contact link:

- Deputy Fire Chief Kenneth J. Albert, 617-349-4967
- Captain Paul Marinelli, 617-349-4968
- Captain Robert J. Jutras, 617-349-9179
- Lieutenant Gary Nangle, 617-349-4971
- Firefighter Brian I. Collymore, 617-349-4921
- Firefighter Ariel Rodriguez, 617-349-4990
- Firefighter Brian Peebles, 617-349-9353

Contact link: <https://www.cambridgema.gov/cfd/contactforms/CFD>

How Can We Help?

I'd like to

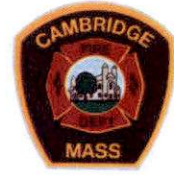


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CITY OF CAMBRIDGE
FIRE PREVENTION BUREAU
ISO Class 1 Fire Department
HEADQUARTERS
491 BROADWAY, CAMBRIDGE, MA. 02138



Brandon Hugh
Deputy Chief / Fire Marshal

TEL (617) 349-4918
FAX (617) 349-4979

Paul Marinelli
Captain

Robert Jutras
Captain

Gary Nangle
Lieutenant

Brian Peebles
Firefighter

Construction Project
Fire Prevention Program Manager

In conformance with 527 CMR, 780 CMR, and NFPA 241

To be completed by the Fire Prevention Program Manager appointed for the construction project located at: *(Please print all fields except signature)*

(Address of Property)

(Specify Location within the Property; i.e. floor #)

(Building Owner or Authorized Representative)

(Fire Prevention Program Manager)

(Company Name)

(Email Address)

(Cell Phone #)

(Today's Date)

(Projected Completion Date)

(Signature)

Fire Department

The Bureau of Fire Prevention within the Cambridge Fire Department is responsible for providing fire and life safety protection to the public by ensuring fire code compliance and enforcement of the Fire Prevention Laws and Codes. Two major functions of the Bureau are the review of building plans for all life safety systems and the inspection and testing of any installation, alteration, modification, or repair to any fire alarm, sprinkler or suppression system.

Below you will find a list of permits that the Fire Prevention Bureau issues as mandated by MGL Chapter 148; 527CMR (Board of Fire Prevention Regulations).

Helpful Documents Available for Download:

- [Contractor Checklist for Compliance with the NFPA 241, 527 CMR 1.0 and the CFD Fire Prevention Bureau for small Construction Projects](#)
- [Public Information Request Form](#)
- [Fire Protection Impairment Affidavit](#)
- [Designer of Record Affidavit Template](#)
- [City of Cambridge In-Building Radio RF Signal Booster System Specification](#)
- [Smoke Detector & 26 F 1/2 Carbon Monoxide Detector Waiver Application Form](#)
- [NFPA 241 Plan Guideline](#)
- [Fire Protection Program manager Form](#)
- [Certificate of Completion](#)
- [Required Closeout Documents](#)

Apply Online

Bi-Directional Amplifier Permit

Bi-directional amplifiers (BDAs) are crucial systems that boost in-building radio RF signals that are used for emergency communication. Buildings shall have radio coverage

Select (/categories/1125/record-types/6763)

for first responders within the building at least equal to the signal strength of the City of Cambridge Public Safety radio system at the exterior, without requiring modification to the City's existing radio system.

Carbon Monoxide Technical Option Permit

The Board of Fire Prevention Regulations states that technical compliance options may be more practical for larger residential and institutional buildings that contain minimal or no sources of CO inside the individual units. The option allows owners to target the CO alarm protection in only those areas (i.e., rooms that contain boilers, hot water heaters, central laundry areas, in addition to enclosed parking areas) that could be potential sources of the CO. This CO protection option requires hard-wiring or low-voltage wiring, monitoring (i.e., by an alarm company) and certain signal transmission requirements.

Select (/categories/1125/record-types/6795)

Cryogenic & Compressed Gas Permit

A Cryogenic & Compressed Gas Permit is required for individuals or companies storing non-flammable compressed gas and/or cryogenic fluid on-site.

Select (/categories/1125/record-types/6796)

Cutting & Welding/Hot Work Permit

Conducting cutting and welding/hot work in Cambridge requires that this permit is issued for your work by the Cambridge Fire Department.

Select (/categories/1125/record-types/6797)

Fire Alarm System Modification Permit

NOTE: This is NOT for BRAND NEW Fire alarm systems. New fire alarm system permits are handled by the Inspectional Services Department.

Select (/categories/1125/record-types/6798)

Flammable & Combustible Material Permit

A Flammable & Combustible Material Permit is required for individuals or companies storing flammable and combustible material on-site.

Select (/categories/1125/record-types/6808)

Fuel Oil Burner & Storage Permit

Installing or modifying Fuel Oil Burner or Storage equipment in Cambridge requires a Fuel Oil Burner & Storage permit issued by the Cambridge Fire Department.

Select (/categories/1125/record-types/6810)

Hazardous Material Processing Permit

A Hazardous Material Processing Permit is required for companies processing hazardous material.

Select (/categories/1125/record-types/6812)

Non-water Based Fire Protection System Permit

This permit is for the new installation of, or modification of, non-water based fire protection systems. This permit is necessary whenever a non-water based fire

Select (/categories/1125/record-types/6807)

protection system will be installed or impaired for modification.

Sale and Transfer Smoke/CO Certificate (26F-26F 1/2)

This application is for an inspection to acquire a Smoke/CO Certificate for the sale and transfer of a property.

Select (/categories/1125/record-types/6774)

State Mandated Fire Inspection Registration

The State Mandated Fire Inspection program is conducted by fire suppression personnel for public and private schools, hospitals, hotels, clinics, day care centers, theaters, nursing homes, adult education centers, elderly housing, and group homes.

Select (/categories/1125/record-types/6813)

Tank Installation Permit UST/AST

Cambridge Fire Department permits the installation of tanks and the piping system with this permit. You will be required to provide us detailed information about the tank, and the system of piping (leak protection, and pipe containment) associated with tank installation.

Select (/categories/1125/record-types/6814)

Tank Removal Permit

Cambridge Fire Department permits the removal of storage tanks with this permit. You will be required to provide us detailed information about the tank, the containment assessment information, whether the tank(s) will be removed or secured in place, and the tank removal company information associated with tank(s) removal.

Select (/categories/1125/record-types/6815)

Temporary Fuel Storage Permit

A Temporary Fuel Storage Permit is required for the storage of temporary fuels in the City of Cambridge.

Select (</categories/1125/record-types/6817>)

Temporary Heat Permit

Temporary Heat Permits are required for the operation of temporary heating devices.

Select (</categories/1125/record-types/6820>)

Unvented Propane or Natural Gas Fired Space Heater Permit

An Unvented Propane or Natural Gas Fired Space Heater Permit shall be obtained from the City of Cambridge Fire Department for the installation of all unvented propane or natural gas-fired space heaters.

Select (</categories/1125/record-types/6818>)

Water Based Fire Protection System Modification Permit

NOTE: This is NOT for BRAND NEW water based fire protection systems. This permit is for modification of existing water based fire protection systems. This permit is necessary whenever an existing water based fire protection system will be impaired in order to perform work.

Select (</categories/1125/record-types/6801>)

City of Cambridge, MA

Your Profile

[Sign Up \(/sign-up\)](/sign-up)

[Your Records \(/dashboard/records\)](/dashboard/records)

Resources

[Claim a Record \(/claimRecord\)](/claimRecord)

Employee Login (<https://cambridgema.workflow.opengov.com>)



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CITY OF CAMBRIDGE
FIRE PREVENTION BUREAU
 ISO Class 1 Fire Department
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 Firefighter

Certificate of Completion

To the City of Cambridge Bureau of Fire Prevention

I hereby certify that I have observed the work associated with a Fire Department Permit issued for the property located at:

Street Address

Floor # / Project Name

Date

To the best of my knowledge, information, and belief, the work has been completed in conformance within the provisions of MGL 148 (Massachusetts General Laws related to Fire Prevention), 527 CMR (Massachusetts State Fire Code), and 780 CMR (Massachusetts State Building Code).

Registered PE / Contractor Signature

License #

Company Name

Company Street Address

City / Town

State

Zip



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Brian Peebles
Firefighter

Required Project Closeout Documents

The following are required documentation to be submitted, as applicable, during phased and final fire department inspections to close out building permits and obtain certificate of occupancy:

- Certification from the registered design professional, or other legally recognized professional, responsible for the construction documents.
- Material, Test, Performance, and Completion Certificates, properly executed by the installing contractor in accordance with the applicable NFPA standards. Common examples are for: Sprinklers 13, 13R, 13D, and Standpipes 14 aboveground piping, Fire Alarms 72 and Carbon Monoxide 720 record of inspection, testing and completion, Commercial Cooking 96 procedures for use, inspection, testing and maintenance. New fire protection mains require an underground piping certificate.

The fire department requires all new ground up buildings larger than 35,000 cu ft., to be subject to NFPA 3 and 4 for life safety building commissioning and integrated testing. Other projects may also be subject based on scope of work.

Reference: Massachusetts Comprehensive Fire Code 527 CMR 1 and Massachusetts State Building Code 780 CMR section 9

**City of Cambridge Fire Department
Fire Prevention Bureau**

**Contractor Checklist for Compliance with NFPA 241, 527 CMR 1.0
and the CFD Fire Prevention Bureau for small Construction Projects**

NFPA 241 Guidelines:

- Hot work program must be in place (5.1)
- Temporary heating equipment must conform to NFPA 241 and installation must be approved by fire prevention (5.2)
- Debris and Waste removal must conform to NFPA 241 (5.4)
- Flammable and Combustible Liquids stored on site must comply NFPA 241 and CFD guidelines (5.5)
- Fire Prevention Program Manager must be designated (see designation paperwork) (7.1, 7.2)

CMR Guidelines:

- Building placard 4'x4' with red striping on white background must be in place if the construction project will make the building especially unsafe for firefighting operations (see 527 CMR 10.12.5.1 for additional details)

CFD Fire Prevention Bureau Guidelines:

- Flammable and Combustible liquid storage permit must be pulled through CFD Fire Prevention Bureau for any applicable liquids stored onsite (Compliance questions should be directed to Lt. Gonzalez: pgonzale@cambridgefire.org)
- Street number visible from the street for the duration of the project (6"-12" high lettering in a contrasting color from its background)
- Site security must be maintained throughout the project
- Temporary heat must comply with NFPA 241 and CFD guidelines
- Debris removal plan for inside and outside of building site
- Dumpsters are to be maintained and emptied regularly so as to not create a fire hazard
- Snow removal plan for sidewalk IFO address and all walkways around the jobsite
- No smoking on site
- Fire extinguishers on every floor of work
- If temporary standpipes are in use, FDC signage must be in place so as to be visible to arriving fire companies



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 491 BROADWAY, CAMBRIDGE, MA. 02138
 www.cambridgefire.org



GERARD E. MAHONEY
 ACTING CHIEF OF
 DEPARTMENT

TEL (617) 349-4921
 FAX (617) 349-4979

THOMAS F. CAHILL
 ASSISTANT CHIEF

JOHN J. COTTER
 ASSISTANT CHIEF

Fire Protection Impairment Affidavit

Name of person, firm or corporation hereby assumes full responsibility and liability for the property located at

Address (where the work will be done, not the company business address)

While fire protection systems are removed from service.

Signature: _____

Company: _____

Date: _____

Notary: _____
 (Notary signature not required if signature witnessed by fire official)

Notary Seal: