



North Central Fire Protection District

Plan Review Application – Process (County of Fresno Only)

A Fire Plan Review is the process of **reviewing construction plans** to ensure that any applicable construction meets fire and life safety standards set forth by the California Building Standards (CA Fire Code), and the ordinances of the City or County jurisdictions within the North Central Fire Protection District. This review helps determine whether or not a building's planned protective systems are adequate for the hazard anticipated at its occupancy, and that all local requirements are met from day one.

County of Fresno- All Projects/Plans, the process is as follows:

1. Applicant will include (2) copies of the proposed plans (including county reviewed stamp), and all supporting documents (Calculations, spec sheets, etc.), and a completed plan review application and deliver or mail to:

North Central Fire Protection District

Attn: Fire Prevention

15850 W. Kearney Blvd

Kerman CA 93630

2. North Central Fire will accept the plans and prepare them for review by a third-party plan reviewer. Plans will be picked up every Thursday at noon. NOTE: If plans are dropped off later than (9:00am) on Wednesday, the plans won't be processed and picked up until the next week. The Districts strives to meet a 21-day turn-around time from the time plans are dropped off to when the applicant is notified plans are ready for pickup.
3. During the review process comments or notes on the plans will be directly discussed between the third-party plan reviewer and the applicant.
4. Questions or checking the status of plans shall be communicated via email only at Fire.Prevention@NorthCentralFire.org Phone calls will NOT be accepted.
5. Once approved the third-party reviewer will deliver plans to the NCFPD fire prevention division.
6. The prevention division will then create an invoice for the review, a job card, fire permit and notify the applicant that plans are ready for pickup. Payment can only be made by CASH (exact amount only), CHECK, OR MONEY ORDER at the fire prevention counter located at North Central Fire Protection District headquarters.
7. Once payment is received plans, permit, and job card will be transferred to the applicant. Job cards MUST remain on site with plans that are wet stamped and a PDF copy of the wet stamped plans must be received by Fire.Prevention@NorthCentralFire.org to receive your final inspection.



DFP-001

North Central Fire Protection District Plan Review Application

(This form must be completed with all plans submitted)

Date: _____ Project Name: _____

Project Street Address: _____

City and Zip code: _____ Project Square Footage: _____

Type of Plans (please indicate the type of plans that are being submitted with a **check mark**)

Site Plan - Residential Commercial Other

Fire Sprinkler Plan: Residential Commercial / Number of Sprinkler Heads: _____

Fire Alarm System: Number of Devices: _____

Aboveground Tank(s): Number of Tanks: _____

Underground Tank(s): Number of Tanks: _____

Fire Mains (Underground Piping / Hydrant): Number of Hydrants: _____

Hood & Vent System:

Solar (Commercial):

Cell Tower:

Other (indicate type): _____

Scope of Work (Be Specific): _____

Customer / Applicant Information

Applicant Name: _____ Phone: _____

Email Address: _____

Contractor / Company: _____

Contractor Billing Address: _____

Contractor License: _____ Business License: _____

Permit fees are due upon approval of plans. A representative from our office will be in contact with you to provide plan status. We do not provide plan status during the plan review period.

Plan review may take up to 21 business days for each review (including resubmittals).