

## Fire Related Reviews

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### Description:

The Fire Department will review plans for sprinklers, fire suppression, fire alarms and applicable local ordinances.

### The Process:

- **Project Review**  
A Plan Checker will be assigned to process the application and will review your application to make sure it conforms to local ordinances and safety codes.
- **Plan Modifications**  
You will be notified of any necessary modifications. Once changes have been made your plans will be returned to the Plan Checker for final review.
- **Sign Off**  
After your plans are reviewed and approved, the Plan Checker will 'sign off' on the plans and notify the Building division of their approval.
- **Additional Fees**  
Once everything is approved, staff will determine any impact fees and any additional fees that are required.
- **Permit Issuance**  
At the end of the review process, and if everything is approved, you will be issued the necessary permits in order to proceed with your project.

## Development Resources

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### Departments & Divisions:

#### Community & Economic Development

Building & Development (209) 577-5232  
Planning (209) 577-5267  
Land Development (209) 577-5462  
Engineering  
Infrastructure Financing (209) 577-5211  
Programs Administration

#### Fire Department

Fire Prevention (209) 571-5553

#### Parks, Recreation & Neighborhoods

Parks Planning & (209) 571-5573  
Development Division

#### Public Works

Main Number (209) 571-5569

### Online Development Information:

City of Modesto Development Center  
[www.modestogov.com/development](http://www.modestogov.com/development)

Community & Economic Development  
[www.modestogov.com/ced](http://www.modestogov.com/ced)

Fire Department  
[www.modestogov.com/mfd](http://www.modestogov.com/mfd)

Parks, Recreation & Neighborhoods  
[www.modestogov.com/prnd](http://www.modestogov.com/prnd)

Public Works  
[www.modestogov.com/pwd](http://www.modestogov.com/pwd)

City of Modesto Web Site  
[www.modestogov.com](http://www.modestogov.com)



CITY OF MODESTO  
**DEVELOPMENT**CENTER

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# Fire Prevention Plan Check

Guide to submitting  
complete plans

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[www.modestogov.com/development](http://www.modestogov.com/development)

This brochure is provided by the:  
MFD: Fire Prevention Division  
1010 Tenth Street, Suite 3200  
Modesto, CA 95354  
(209) 571-5553

## Requirements for Submission:

- Permit application
- Payment of fees\*
- Three (3) sets of plans and calculations
- Two (2) sets of equipment lists
- Copy of current City of Modesto business license

**All** submittals shall show the following items directly on the plans:

- Building Permit Number
- Complete Address and Suite Number
- Total Square Footage

In the event that the system is being installed separately from any remodel or new construction you, the contractor, will be responsible for paying any fees due.

Typical turnaround time for plan check is 2 - 4 weeks depending on workload. Back checks usually are completed in a week.

All applicable codes and standards should be referenced.

**\* If fees are due, you will be notified and a check must be received before plans will be reviewed.**

Fees for plan check, inspection, and testing are collected at time building permit application and/or permit issuance.

## Please Note:

- Permit Requirements  
Plans **will not** be accepted until the permit has been issued by the Building Department. The permit number can be obtained from the designer or general contractor.
- Required Signatures  
The appropriate licensed contractor shall sign each sheet and calculations. Signatures shall be original (wet), not copies.

## Plan Correction Requests

If corrections need to be made, we will FAX you a copy of the comments. Revisions shall be clouded and a written response to the comments is to be included with re-submittal. If there are no revisions to the calculations, they do not need to be included in the re-submittal package.

## Plan Approvals

When plans have been approved, we will notify you for pick up. If you prefer that approved plans be mailed back to you, please enclose a self-addressed, postage paid envelope or mailing container. Please advise us upon plan submittal.

## Have questions?

We're here to help! Contact  
Fire Prevention at  
(209) 571-5553

## Administrative

- Installing Contractor's name, address, phone number and FAX number
- Contractor's license number and signature
- Local business license number and expiration date.
- Building owner/Tenant name and site address, including suite number
- Building permit number
- Total square footage of project

## General Information

- Applicable codes and standards, including edition
- Type of system or service
- Special system features/operations
- Required place carding
- Basis for system installation/building code occupancy classification(s)

## Attachments

- Manufacturer's specification sheets for all systems.
- See specific requirements for Alarm Systems

## Plans & Drawings

- Scaled floor plan with north arrow
- Completed title block that includes 'Administrative' information listed above
- Identification of each rooms use

