



SANTA MONICA FIRE DEPARTMENT

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FIRE PREVENTION DIVISION

OVER THE COUNTER PLAN REVIEW PROCEDURES

Over the counter plan reviews may be requested **ONLY** for a **FIRE SPRINKLER SYSTEM** meeting **ALL** of the following criteria:

1. Tenant Improvement (TI) Only, No New Systems
2. Fifty (50) Heads or Less
3. No Required Hydraulic Calculations
4. Available Fire Inspector or By appointment

If the Fire Sprinkler System plans meet ALL the above criteria and you desire an over the counter plan review, please email smfireprevention@smgov.net to request an appointment with an inspector. Over the counter plan reviews are usually scheduled for 7:30 a.m. Tuesday through Thursday.