**FIRE PREVENTION PERMITTING PROCESS**

**By Applicant**
- Submit Plans to SMFD
- Correct Plans
- Request Inspections
- Notify General Contractor
- GC Request Fire Inspection
- Obtain Final From B&S

**By Fire Prevention**
- Review Plans
- Returned for Revisions
- Verify Corrections
- Issue Permit
- Inspect Work
  - Alarm, Extinguishing System
  - Sprinkler, HazMat
  - Rough
  - Final
- Inspect Work
  - Building Permit (BLD)
  - Final

**PLAN REVIEW**
- Timeline: Mondays & Fridays, plans are reviewed in order received. Normally, plans are reviewed within 2 weeks.
- An *Expedited Review or Over the Counter Review is available for some projects.
- Plans returned for revisions must go through the regular plan review process.

**PERMIT**
- Plans are not released without a valid SM Business License. You may be subject to penalties, if you work without a valid permit

**INSPECTION**
- To schedule an inspection, the permitted contractor MUST call the Fire Inspection Line at (310) 458-8669.
- If you call an inspector, you will be directed to the Inspection Line.
- Timeline: Phone calls are returned in the order received. Inspections take place Tues. - Thurs. from 8am-12pm & 1pm-4pm.
- An *Off-Hour Inspection is available M-F before 6:30am or after 4:30pm.

**GENERAL CONTRACTOR**
- To schedule an inspection, the contractor MUST have a valid BLD permit and call the Fire Inspection Line at (310) 458-8669.
- Timeline: Same as Above

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**Fire Permits are: ALR, EXT, HAZ and SPK**

**Building & Safety Permits are: BLD**

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INCLUDED IN PERMIT FEE: Plan Review(1); Plan Review Resubmittal(1); Rough Inspection(1) Final Inspection(1)

NOT INCLUDED: Additional plan review or inspections; *Provided at fee