



Fire prevention - education – fire code enforcement - engineering review- disaster preparedness

**IMPERIAL BEACH FIRE –RESCUE DEPARTMENT, OFFICE OF THE FIRE MARSHAL
865 IMPERIAL BEACH BOULEVARD, IMPERIAL BEACH, CA 91932
EMERGENCY DIAL 911, NON-EMERGENCY (619) 423-8223 Fax (619) 628-1489**

FIRE DEPARTMENT PLAN REVIEW APPLICATION

Submittal date ____ / ____ / ____ E MAIL _____

Contractor _____

Contractor address _____

CSLB or SFM license number _____ Phone (____) _____ - _____

Imperial Beach business license number _____

Jobsite address _____

SUBMITTAL REVIEW PROCESS

Applicants will be contacted via the provided email address unless otherwise specified. Typically, in-house plan review takes 7-10 business days.

COMPLETE SUBMITTAL PACKAGE

A complete submittal package includes all the following, all incomplete submittals shall be rejected.

- ✓ (1) copy of submittal sheets, size appropriate for review.
- ✓ (1) copy of supporting installation and product data sheets.
- ✓ Certified installer accreditations (Blaze master, Victaulic, System Sensor, Captive Aire, Ansul, Pyrochem, etc.
- ✓ Digital set submitted at: <https://www.imperialbeachca.gov/FormCenter/Fire-Department-15/Plan-Submittal-65>
- ✓ Completed invoice on reverse of this page.

FIELD INSPECTIONS AND SCHEDULING

It is the responsibility of the applicant to schedule all required inspections. All inspections are scheduled directly through the Imperial Beach Fire-Rescue Department, Fire Prevention Bureau t (619) 628-1392. Inspections are performed Monday through city open Friday 8 AM-4 PM exclusive of observed city holiday closures, all other times are considered “after hours” and subject to additional fees. After hours inspection availability is subject to Fire Chief approval.

PAYMENT OF FEES

Fees are due at time of submittal to City of Imperial Beach, 825 Imperial Beach Blvd., Imperial Beach Ca 91932.

-TURN OVER TO COMPLETE YOUR INVOICE-

ATTENTION, NEW REVIEW FEES EFFECTIVE 3/1/2024, RESOLUTION NO. 2023-78

Plan review type	Qty	Unit Fee	Subtotal
NFPA 13 /13-R fire sprinkler system review (per riser)			
Base review 1-100 heads, 1 hydrostatic and 1 final inspection included in review fee.		\$1,384.00	\$
Each additional 100 heads or fraction thereof.		\$346.00	\$
Minor alteration (3 heads or less)		\$519.00	\$
<i>Any alteration exceeding 3 heads requires a complete new submittal.</i>			
NFPA 13-D fire sprinkler system review (per riser)			
Base review 1-50 heads, 1 hydrostatic and 1 final inspection included in review fee.		\$692.00	\$
Each additional 50 heads or fraction thereof.		\$346.00	\$
Minor alteration (2 heads or less)		\$346.00	\$
<i>Any alteration exceeding 2 heads requires a complete new submittal.</i>			
Automatic extinguishing system review (AES) (Commercial kitchen, clean gas, paint booth, etc.)			
Base review and 1 final inspection.		\$692.00	\$
Each additional system for multi system operations.		\$346.00	\$
<i>Any alteration requires a complete new submittal.</i>			
NFPA 72 Fire alarm system review			
Base review 1-50 devices, 1 site and 1 final inspection included in review fee.		\$1,038.00	\$
Each additional 50 devices or fraction thereof		\$173.00	\$
Minor alteration of 1-4 detection, notification, or signal transmission devices. (Panel change requires a new submittal)		\$346.00	\$
<i>Any alteration exceeding 4 detection or notification devices requires a complete new submittal</i>			
Total payable to the City of Imperial Beach			\$
All additional submittal reviews past the 2nd review, additional inspections beyond the second inspection after hours inspections or any services requested which have no fee listed in the master fee schedule shall be billed at the rate of \$173.00 per hour.			

ATTENTION, REVIEW FEE UPDATE EFFECTIVE 3/1/2024, RESOLUTION NO. 2023-78