



SITE PLAN REVIEW GUIDELINES

Listed are basic information requirements to complete a plan review.

Although additional information may be required for your project, not all items listed below may pertain to your project.

- Submit pdf site plans via Accela for building permits. Indicate scale. Hard copies of plans minimum size of sheet 24" X 36".
- Suppression plans are separate/deferred submissions from the building permit plans. Suppression plans are sent via fireprevention@stancounty.com. Hard copies for fire suppression plans are required on site once review of fire suppression plans has been approved.
- Indicate the project name, full street address, Assessor's Parcel Number (APN), tract number, and associated building permit number. Show north pointing arrow.
- Provide contractor's name, address, phone number, type of license, license number, and date of expiration. All plans must be "wet" signed.
- Note current California Building Code, California Fire Code, and NFPA references.
- Explain the basic use of the building/area. Include the CBC occupancy classification.
- Indicate property lines, nearby buildings, driveways, and adjoining streets. Show all fire water lines, risers, FDC's, water shut off valves, fire hydrants, and fire pumps.
- Identify the surrounding properties and describe their uses on the plans. Is the property adjacent to an undeveloped, wildland, or special fire protection area?
- Describe the scope of work. Cloud or isolate project areas.
- Provide engineer certification wet-stamp (with signature) on plans indicating that all-weather emergency access roadways can support 75,000 pounds-imposed weight.
- Identify all roadway grades. Maximum allowable grade is 10%.
- Show fire emergency access road turnarounds and turning radius (i.e., cul-de-sac, hammerhead, parking lot) for dead ends greater than 150-feet.
- Demonstrate compliance with turning radius requirements for all turns along the emergency access road and for turnarounds. 50-foot outside radius, 30-foot inside radius.
- Demonstrate fire department access to all structures per California Fire Code Section. All points of the 1st floor must be within 150-feet (walking distance) from where a fire engine can park.
- Show fire lane entrance sign and/or red curb locations. Provide detail of signage and curb markings.
- Show the location of vehicle and pedestrian gates that cross fire access routes.

Providing the above-listed information does not guarantee plan approval.