

Orange County Fire Authority Planning & Development Services  
**NEW SERVICE ANNOUNCEMENT:**  
**Fire Sprinkler Monitoring Systems**  
Field Plan Review Process  
Effective: November 5, 2007

The Planning and Development Section of the Orange County Fire Authority (OCFA) is pleased to offer a new service designed to reduce processing time for fire sprinkler monitoring systems plans.

“The Field Plan Review Process” was designed in response to customer requests for accelerated plan review process time for fire sprinkler monitoring systems that will not exceed nine devices. (Service Code PR620).

This new process is simple:

- 1) Complete the OCFA Service Request form.
- 2) Fill out the Optional Field Plan Review of Fire Sprinkler Monitoring Systems (OFPRFSMS) form (see reverse).
- 3) Submit both forms with complete payment at OCFA’s Headquarter facility, 1 Fire Authority Road, Irvine. Plans are not required at this time.
- 4) OCFA front counter service staff will immediately return the approved OFPRFSMS application and Service Request form to you.
- 5) The contractor may then immediately schedule a field plan review/inspection appointment by calling (714) 573-6150.
- 6) The plans and the approved OFPRFSMS application will be field reviewed at the project location by an OCFA Inspector prior to the physical inspection.
- 7) Once the Inspector determines that the plans conform to the criteria specified on the OFPRFSMS form, 2010 NFPA 72, and OCFA Guideline D-03 New and Existing Fire Alarm Systems, the Inspector will conduct OCFA’s standard inspection. If the project does not meet the field inspection criteria you will be issued a notice and plans will be required to be submitted to OCFA. The Plan shall be submitted as a revision to the original Service Request. Additional fees for this service and for a re-inspection will apply.
- 8) If the project meets the field inspection criteria, but still does not pass the inspection you will receive a list of items requiring correction. Once the corrections are made a re-inspection can be requested after re-inspection fees are paid.

Please note that during this initial implementation phase, this service is limited to our partner cities that allow direct plan submittal to OCFA’s Headquarter facility.

Contractors who are confident in their ability to meet the plan and installation requirements of OCFA Guideline D-03 New and Existing Fire Alarm Systems should find this process useful. It is designed to reduce the waiting time that can sometimes occur for standard plan review. The Planning and Development Services Section welcomes your participation and valuable feedback in this new procedure as we work together to ensure its success.

Please call OCFA’s Planning & Development Services Section front counter at (714) 573-6100 with questions/comments.

Serving the Cities of Buena Park • Cypress • Dana Point • Irvine • Laguna Hills • Laguna Niguel • Laguna Woods • Lake Forest • Los Alamitos • Mission Viejo • Placentia • Rancho Santa Margarita • San Clemente • San Juan Capistrano • Seal Beach • Stanton • Tustin • Villa Park • Westminster • Yorba Linda and Unincorporated Areas of Orange County

**RESIDENTIAL SPRINKLERS AND SMOKE DETECTORS SAVE LIVES**



**Orange County Fire Authority**  
Planning and Development Services Section

**Optional Field Plan Review of Fire Sprinkler Monitoring Systems**  
**(OFPRFSMS)**

**Project Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Project Address:** \_\_\_\_\_ **Suite #:** \_\_\_\_\_  
**City:** \_\_\_\_\_ **SR#:** \_\_\_\_\_

**Do the plans and scope of work meet the following criteria?**

Yes No

- Does the fire sprinkler monitoring system exceed more than two (2) water flow switches, three (3) tamper switches, one (1) manual pull station, one (1) smoke detector, one (1) remote annunciator, or one (1) FACP? Fee code PR620

**If the answer is “yes,” then this project does not meet the criteria for a Field Plan Review and must be submitted for plan review.**

A plan complying with OCFA Guideline D-03 New and Existing Fire Alarm Systems and this form shall be at the job site. An OCFA Service Request form (SR) shall be completed and paid for prior to the inspection. The SR shall be at the job site. Call (714) 573-6150 for inspection. 48 hours notification is required prior to inspection.

**By signing below the applicant certifies that all the above conditions apply to their project. If conditions are found to not comply, a plan review may be required and additional fees will be required.**

Company: \_\_\_\_\_

Contractor's License: \_\_\_\_\_

Name (print): \_\_\_\_\_

Signature: \_\_\_\_\_

**OCFA Approval**