



# Orange County Fire Authority

## Over the Counter Plan Review & Technical Assistance

1 Fire Authority Road, Irvine, California 92602 (714) 573-6100 Fax (714) 368-8843

Monday through Thursday, OCFA offers Over The Counter (OTC) plan review and technical assistance services at the OCFA Planning & Development public counter. A plan reviewer will be available to assist you with technical questions and review plans that meet the OTC criteria. These services are available from 8:00 a.m. to 11:00 a.m. on a walk-in basis.

Assistance is provided on a **FIRST COME, FIRST SERVED** basis. Plans that meet the OTC criteria will be reviewed while you wait. A description of the applicable plan types is provided below.

**NOTE:** A written permission slip and fee payment is required at the building department of the following cities prior to bringing the plan to OCFA:

**Buena Park, Cypress, Irvine, Laguna Hills, Laguna Niguel, Lake Forest, Tustin, and Westminster**

### Architectural tenant improvement (PR208)

To be eligible for OTC review, the plan must be for a tenant improvement to or creation of an A-2 occupancy in a building. The A-2 occupancy must be limited to a single room **<1500 ft<sup>2</sup> with 2 direct egress doors to the exterior.**

### Vehicle gates located on fire access roads (PR180)

To be eligible for OTC review, the plan must be for vehicle gates that obstruct the fire department access road. If using a Knox lock, a completed Knox form will be required.

### Fire sprinkler water flow monitoring (PR500)

To be eligible for OTC review, the plan must be for monitoring of water flow only. Project scope must be limited to fire alarm control panel, one smoke detector, one manual pull, one horn, one to three water flow devices, one to three supervisory devices, and one remote annunciator.

- or -

Alarm systems with a **total of 10** devices – new and existing.

### Kitchen hood fire extinguishing systems (PR335)

To be eligible for OTC review, the plan must be for a pre-engineered fire extinguishing system. The plan must contain only one or two hoods, have a single tank, have a single pull station, and protect up to eight cooking appliances. The mechanical/electrical features must be approved by the Building Department. *Piranha systems, ventless systems, and unlisted appliances are not subject to OTC review*

### Fire sprinkler tenant improvement (PR430)

To be eligible for OTC review, the plan must be for a tenant improvement to a fire sprinkler system that involves 25 or less heads with no hydraulic calculations required.

### Residential fire sprinkler tenant improvement (PR402)

To be eligible for OTC review, the plan must be for a tenant improvement to a 13D fire sprinkler system that involves 25 or less heads with no hydraulic calculations required.

### Emergency repairs to fire line underground systems (PR480)

To be eligible for OTC review, the plan must be for repair of an existing underground fire line system that has been placed out of service due to a break in the line.

### Above ground tanks at construction sites only (PR300)

To be eligible for OTC review, the plan must be for an aboveground fuel tank, less than 2,000 gallons, for dispensing fuel into construction vehicles. The tanks must be for temporary use and located only at construction sites.