



# ORANGE COUNTY FIRE AUTHORITY

## Plan Submittal Criteria for SINGLE FAMILY RESIDENCES/DUPLEXES (use *Commercial* form for residential tracts or lots with 3+ dwelling units)

# SFR

**INSTRUCTIONS:** Fill in the home’s address and provide a brief description of the project including existing area, area after construction is complete, and number of stories (“new 2-story, 4,000 sqft home”; “1-story 1,200 sqft addition”; “300 sqft remodel in 1,500 sqft home”; etc.). Answer questions 1 through 11, then complete and sign the certification section. If you answer “YES” to questions 1 through 9, submit a residential site plan to the OCFA; a “YES” to question 10 requires submittal of a sprinkler plan; see www.ocfa.org for submittal information and locations. In some cases, other plan types identified in italics may also be necessary depending on specific site conditions. If you need help completing this form or have questions regarding requirements for review, please contact the OCFA at 714-573-6108 or visit us at 1 Fire Authority Road in Irvine for assistance.

**Address** (street number/name, city): \_\_\_\_\_

**Project Description** (incl. area/stories): \_\_\_\_\_

**YES NO Are the following applicable to the proposed project or business?**

1.   Will the *total* square footage of any structure on the property be >3,600 sq.ft., including the area of all enclosed spaces, such as garages, closets, and stairs, and detached structures separated by less than 10’?
2.   Is the most remote portion of the structure or addition/modification >140’ from the street (or >290’ to the main entry for sprinklered structures)? Measure along an unobstructed, walkable path around the outside of the structure starting at the curb on the street in front of the property. *Sprinkler plan may also be required.*
3.   Is the property on the perimeter of a community containing or adjacent to slopes and hills, adjacent to an open space or wildland area containing non-irrigated vegetation, or found on the property fuel modification zone interface address list held at the Building Department? *Fuel modification plan may also be required.*
4.   Does the street providing access to the property have a grade >10% (10’ of elevation change for each 100’ of horizontal distance)? *Sprinkler plan will also be required.*
5.   Is the property located in the dead-end “bulb” portion of a cul-de-sac street with a radius <38’ or containing a center island? *Sprinkler plan may also be required.*
6.   Are you installing a gate across a driveway or road that is designated as a fire department access roadway or one that serves more than a single home/duplex?
7.   Is the nearest fire hydrant >250’ from the property line as measured along the street providing access to the property?
8.   Is the property located in any of the following neighborhoods: Midway City; Lemon Heights/Cowan Heights; Orange Park Acres; the unincorporated canyon areas accessed from Santiago Canyon Road; “The Ranch” near San Juan Capistrano? *Fuel modification and sprinkler plans may also be required.*
9.   Is the project located in or <100’ from a Division of Oil, Gas, and Geothermal Resources (DOGGR) field boundary or well (active or abandoned), <300’ from an oil or gas seep, or <1000’ from a landfill? *A methane investigation submittal is required. (For projects in Yorba Linda, this requirement only applies to a new home; enclosed, detached accessory structures; or 1000+ sq. ft. additions to existing structures.) To determine if a property is located near wells or an oil field, consult the oil and gas field maps available on the California Department of Conservation’s DOGGR website or contact DOGGR at 714-816-6847.*
10.   Is this a new residence? A new accessory building (detached garage, workshop, etc.) that exceeds the *commercial* sprinkler area threshold per local ordinance? An addition or remodel requiring a sprinkler retrofit per local ordinance? An addition to a currently sprinklered building? Existing sprinklered buildings undergoing remodel must be evaluated by a licensed contractor to determine if modification is needed; if so, plans shall be submitted and approved prior to concealing interior construction.
11.   Is this site located in a Fire Hazard Severity Zone? Consult the maps available at the building department or on the OCFA website to determine if your site is located in a FHSZ. If so, place a note on any plans submitted to the building department or OCFA, if required\*, stating “Project is located in a FHSZ. Buildings may be subject to special construction features detailed in CRC R327, as reviewed and inspected by the building department.” *\*Answering “YES” to question 11 does not require submittal of plans to the OCFA; submittal is required only if answering “YES” to one or more of questions 1 though 10 above.*

**I certify under penalty of perjury under the laws of the State of California that the above is true:**

Print name: \_\_\_\_\_ Signature: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Date: \_\_\_\_\_

**Building Department:** *If all of the questions have been answered “NO”, then you may accept this signed form as a written release that OCFA review is not required. Should you still require that the applicant have plans approved by the OCFA please initial here \_\_\_\_\_ or attach an OCFA referral form and have the applicant submit the form along with the appropriate plans and fees for OCFA review.*