



North Tahoe Fire Plan Review Application  
 PO Box 5879 / 222 Fairway Drive  
 Tahoe City, CA 96145  
 (530) 583-6911 / Fax (530) 583-6909  
 Submit to plans@ntfire.net

**New Construction, Demo/Rebuild, and Remodel/Addition**

*Commercial Design Review Consultation (DRC.2)*

\*Is the project a commercial interior remodel only? If yes, the correct application is the Commercial Tenant Improvement Plan Check application.

Date \_\_\_\_\_ County Issued Permit Number \_\_\_\_\_

Project Address \_\_\_\_\_

Business Name \_\_\_\_\_

County \_\_\_\_\_ APN \_\_\_\_\_

Fire District      North Tahoe Fire      Meeks Bay Fire      Alpine Springs Water District

Project Type      New Construction      Demo/Rebuild      Remodel/Addition      Other

Occupancy Type \_\_\_\_\_ Will there be a change in occupancy type      Yes      No

Is the building currently sprinklered?      Yes      No

Existing number of floors \_\_\_\_\_ New/Proposed number of floors \_\_\_\_\_

Building height from lowest point of vehicular access (in feet) \_\_\_\_\_

Existing Conditioned Space/Floor Area (Sq. Ft.) \_\_\_\_\_

New/Proposed Conditioned Space/Floor Area (Sq. Ft.) \_\_\_\_\_

Total Existing Unconditioned Space/Floor Area (Sq. Ft.) \_\_\_\_\_

Total New/Proposed Unconditioned Space/Floor Area (Sq. Ft.) \_\_\_\_\_

If Demo, what is the square footage being demoed? \_\_\_\_\_

Project Description \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has there been a Pre-Development meeting for this project?

No      Yes (Date(s) of meeting(s) \_\_\_\_\_)

Is this a plan review resubmittal?      No      Yes (Date of last submittal \_\_\_\_\_)

**General Contractor**

Name \_\_\_\_\_ Business Name \_\_\_\_\_

CA License # \_\_\_\_\_ Phone Number \_\_\_\_\_

Email \_\_\_\_\_

**Business Owner**

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Email \_\_\_\_\_

Mailing Address \_\_\_\_\_

**Building Owner**

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Email \_\_\_\_\_

Mailing Address \_\_\_\_\_

**Main Contact**

Name \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

**Review the statements below. Check the boxes once the statements have been reviewed.**

Plan review turnaround is 15-business days from the date plan review fees are paid. Do not contact our office during the 15-business day review turnaround. Our staff will not respond to your inquiry. Once your review is complete, our office will contact you via email.

Alpine Springs County Water District Projects – Once this review is approved, a copy of the plans will need to be provided to ASCWD. ASCWD Mitigation fees due need to be paid prior to permit issuance.

Review the submittal requirements below. NTFPD is no longer able to approve plans with conditions. If any of the requirements are missing, plans will not be approved and will be subject to resubmittal fees. All resubmittals trigger a new 15-business day turnaround.

**Step 1: Check the type of plan review that applies. Under the selected type, check the requirements to ensure all are met prior to submitting.**

**NTFPD/Placer Co. Review Submittal Requirements –**

An approved LAC plan review by NTFPD/MBFPD.

A complete set of the construction plans stamped and signed by the design professional(s).

Applicable building codes and standards must be noted on the cover sheet, including the NTFPD Amended fire code, Ordinance 04-2019.

The county issued project permit number. If the permit issuance checklist is already issued, include this with submittal. If not, you will be required to submit a copy to NTF once it is issued.

Pre-Development Meeting Findings/Alternate Materials and Methods Request (If applicable).

**MBFPD/EI Dorado Co. Review Submittal Requirements –**

An approved LAC plan review by NTFPD/MBFPD.

A complete set of the construction plans stamped and signed by the design professional(s).

Applicable building codes and standards must be noted on the cover sheet, including the MBFPD Amended fire code, Ordinance 19-2.

The county issued project permit number.

Pre-Development Meeting Findings/Alternate Materials and Methods Request (If applicable).

**Step 2: Check the following requirements to ensure all are met prior to submitting.**

**The complete set of plans/submittal must include the following:**

Building setbacks.

Fire hydrant access/location - distance of the hydrant to the furthest point of the house; through an approved route of travel.

Hydrant flow data from NTPUD, TCPUD, or NTFPD Staff.

Roof materials are CBC 7a compliant without wood shake or shingle.

Gas meter location and protection requirement per NTFPD Fire Code.

Location of electric meter and shunt trip device.

Other utility and secondary disconnects shall be identified.

Driveway and gates meet California Fire Code Appendix D standard with fire apparatus access and Knox Box (gate key) entry.

Fire sprinklers – required for all new construction, all demo/rebuilds, and if there is an existing sprinkler system in place.

➤ Remodel/Addition

- Is the project adding 50% or more of the existing square footage? If yes, move on to next question. If no, sprinklers are not required.
- Does the new total square footage (existing plus new) equal 3600 sq. ft. or more? If yes, sprinklers are required. If no, sprinkler retrofit is not required.
- A change in occupancy type may trigger sprinklers. If yes in change of occupancy, indicate this in project description.

Location of Knox Box house key (If applicable).

Location of Smoke and Carbon Monoxide detectors and device cut sheets.

Pre-Development Meeting Findings/Alternate Materials and Methods Request (If applicable).

Once the DRC is reviewed and approved, NTFPD/MBFPD will sign-off the workflow in the county's system and add any Fire flags/holds/notes that will be required for project final. This will allow for permit issuance from the county if their requirements have been met.

**Step 3:**

I hereby acknowledge that I have read the Fire District's requirements above for plan review. Furthermore, I acknowledge that if any of the requirements are not complied with, the plans/project will fail review and will be subject to resubmittals and resubmittal fees. By signing below, I am verifying that I have met the requirements for this submittal.

Signature \_\_\_\_\_ Date \_\_\_\_\_

*Review section below after plan review is complete.*

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*For office use only:*

**Deferred plan review submittals that will be required for this project:**

- Sprinkler Plan Review
- Generator Plan Review
- Solar Plan Review
- LPG/UGT Plan Review
- Fire Alarm Plan Review
- Hood and Duct Plan Review

**Final Fire Inspections that will be required for this project:**

- Sprinkler Rough and Final
- Knox Box Inspection
- Final Defensible Space
- Fire Alarm Rough and Final
- Solar Panel Inspection
- LPG/UGT Rough and Final
- Generator Final
- Hood and Duct Final

To schedule any of these inspections, visit our [bookings](http://www.ntfire.net/bookings) page located at [www.ntfire.net](http://www.ntfire.net).

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Additional Plan Review Comments:

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Date completed \_\_\_\_\_ Approved      Not approved, resubmittal required

County Workflow Cleared      Yes      No      Mitigation/Developer Fees Due:      Yes      No

Cost Recovery Fees Due \$ \_\_\_\_\_ Paid on \_\_\_\_\_  
Last four CC# \_\_\_\_\_ Check # \_\_\_\_\_