



## North Central Fire Protection District Plan Review Application Process (City of Kerman Only)

Revised 07/23/2025

A Fire Plan Review is the process of **reviewing construction plans** to ensure that any applicable construction meets fire and life safety standards set forth by the California Building Standards (CA Fire Code), and the ordinances of the City or County jurisdictions within the North Central Fire Protection District. This review helps determine whether or not a building's planned protective systems are adequate for the hazard anticipated at its occupancy, and that all local requirements are met from day one.

1. Plans will not be accepted for review by the NCFPD without a "Reviewed for Code Compliance" stamp issued by the City of Kerman Building & Planning department or a letter stating that no review is required from their building department.
2. Once this stamp is acquired or a letter is obtained. The project will then require a plan review by North Central Fire Protection District (NCFPD). All emailed plan submittals must include:
  1. Plans with the "Reviewed for Code Compliance" stamp (if applicable).
  2. Supportive documents (ex. cut sheets, calculations, etc.)
  3. Plan Review Application
3. The **Plan Review Application (DFP-001)** and plans will be submitted via email at:  

[Fire.Prevention@NorthCentralFire.org](mailto:Fire.Prevention@NorthCentralFire.org)
4. The application must be filled out in full. If any information is not provided the application will be rejected until complete, no exceptions.
5. The Districts strives to meet a 21-day turn-around time from the time plans are dropped off to when the applicant is notified plans are ready for pickup.
6. Applicant will pay for plan review, pick up plans and either: obtain fire permit and job card or have a letter stating no fire review required.
7. North Central Fire will contact the applicant via email once the plan review is completed and ready for pickup after conformation of payment.
8. The fire permit or letter from the NCFPD stating that the project has been reviewed will be considered proof to fulfill the requirement of a fire review prior to the issuance of a City building permit.
9. Questions or checking the status of plans shall be communicated via email at  
[Fire.Prevention@NorthCentralFire.org](mailto:Fire.Prevention@NorthCentralFire.org) Phone calls will be accepted at 559-878-4560.



**North Central Fire Protection District  
Plan Review Application**  
*(This form must be completed with all plans submitted)*

Date: \_\_\_\_\_ Project Name \_\_\_\_\_

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

City and Zip code: \_\_\_\_\_ Project Square Footage: \_\_\_\_\_

Type of Plans (please indicate the type of plans that are being submitted with a **check mark**)

**Site Plan** -  Residential  Commercial  Other

**Fire Sprinkler Plan:**  Residential  Commercial / Number of Sprinkler Heads: \_\_\_\_\_

**Fire Alarm System:** Number of Devices: \_\_\_\_\_

**Aboveground Tank(s):** Number of Tanks: \_\_\_\_\_

**Underground Tank(s):** Number of Tanks: \_\_\_\_\_

**Fire Mains (Underground Piping / Hydrant):** Number of Hydrants: \_\_\_\_\_

**Hood & Vent System:**

**Solar:**  Residential  Commercial

**Cell Tower:**

Other (indicate type) \_\_\_\_\_

Scope of Work (Be Specific): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Customer / Applicant Information**

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email Address \_\_\_\_\_

Contractor / Company \_\_\_\_\_

Contractor Billing Address \_\_\_\_\_

Contractor License: \_\_\_\_\_ Business License: \_\_\_\_\_

*Permit fees are due upon approval of plans. A representative from our office will be in contact with you to provide plan status.*

**Plan review may take up to 21 business days for each review (including resubmittals).**