



ORANGE COUNTY FIRE AUTHORITY

COM

Plan Screening Form COMMERCIAL projects, MULTIFAMILY RESIDENTIAL projects and RESIDENTIAL TRACT developments

Use this form to help determine if an OCFA plan review is required. It is only an indicator and should not be considered conclusive; it cannot address all circumstances.

Note: Do not submit this form to OCFA or ask OCFA staff to sign it as a waiver.

INSTRUCTIONS:

- Fill in the project/business address and provide a brief description of the scope of work and type of business operation that will take place.
- Answer questions 1 through 10, read and initial items 11 and 12, then complete and sign the certification section.
- If you answer "YES" to *any part* of questions 1 through 10, submit the type of plan indicated in italics online to OCFA at publicservices.ocfa.org.
- In some cases, other plan types not indicated herein may also be necessary depending on specific conditions or operations.
- Visit www.ocfa.org and go to Community Risk Reduction for submittal information. If you need assistance in filling out this form or have questions regarding requirements for review, please contact OCFA at 714-573-6108 or visit us at 1 Fire Authority Road, Irvine, CA 92602.

Address	Suite	City
Project Scope/Business Description		

- YES NO
- ☐ ☐ Construction of a new building, a new story, or increase the footprint of an existing building? Changes to roadways, curbs, or drive aisles? Addition, relocation, or modification of fire hydrants or fences/gates? Construction within 300 feet of an active or proposed oil well? *Fire Master Plan (PR145)*
 - ☐ ☐ Property is adjacent to a wildland area or non-irrigated native vegetation? *Fire Master Plan (PR145); a Fuel Modification Plan may also be required. (PR120, PR124)*
 - ☐ ☐ Located in a California Geologic Energy Management (CalGEM) oil and gas field boundary, < 300' from an oil/gas seep, or < 1000' from a landfill? *Methane Work Plan. (PR170)*
 - ☐ ☐ Installation/modification/repair of underground piping, backflow preventers, or fire department connections serving private fire hydrant/sprinkler/standpipe systems? *Underground Plan. (PR470, PR475)*
 - ☐ ☐ Drinking/dining/recreation/meetings/training/religious functions or other gatherings in a room > 750 sq.ft. (> 1,000 sq.ft. for training/adult education) or > 49 people? Healthcare/outpatient services for > 5 people who may be unable to immediately evacuate without assistance? Education for children (*academic tutoring for ages 5+ is exempt unless classified as an E occupancy by the Building Official*)? Adult/child daycare? 24-hour care/supervision? Incarceration or restraint? Hotel/apartment or residential facility with 3+ units and 3+ stories (*3-story townhouses/rowhouses where an independent direct exit to grade is provided for dwelling are exempt*)? Congregate housing/dormitories with 17+ people? High-rise structure (75+ feet to highest occupied floor level)? *Architectural Plan (PR200-PR285)*
 - ☐ ☐ Installation/modification of locks delaying or preventing occupants from leaving a space or requiring use of a card, button, or similar action to open a door in the direction of exit travel? *Architectural, Sprinkler, and/or Alarm Plan depending on the occupancy and type of device installed (PR200-PR280, PR420-PR425, PR500-PR520)*
 - ☐ ☐ Installation/modification/use of spray booths; dust collection; dry cleaning; industrial ovens/drying equipment; industrial/commercial refrigeration systems; compressed gasses; tanks for cryogenic or flammable/combustible liquids; vapor recovery; smoke control; battery back-up/charging systems (>20 kWh lithium-ion or 70 kWh lead-acid; >15 cubic feet of lithium battery storage); welding/brazing/soldering, open flame torches, cutting/grinding; or other similar operations? *Special Equipment Plan (PR315, PR340-PR382)*
 - ☐ ☐ Storage/use/research with flammable/combustible liquids or other chemicals? Motor vehicle/aircraft maintenance/repair? Cabinetry/woodworking/finishing facility? *Chem Class & floor plan (full architectural plan if H occupancy); Special Equipment Plans may be necessary. (PR315-PR360, PR232-PR240)*
 - ☐ ☐ Storage or merchandizing areas in excess of 500 sq. ft. where items are located higher than 12' (6' for high-hazard commodities, plastic, rubber, foam, etc.)? *High-piled Storage Plan (PR330)*
 - ☐ ☐ Cooking under a Type I commercial hood; installation or modification of a fire extinguishing system located in a commercial cooking hood? *Hood & Duct Extinguishing System, not just the hood mechanical plan. (PR335)*

Initial each of the following two items indicating that you have read and understand the statement:

11. Sprinklers/Alarms: Consult Building/Fire Codes and ordinances to determine sprinkler/alarm requirements; if a system is required, plans shall be submitted for OCFA review. Existing buildings undergoing remodel must be evaluated by a licensed contractor to determine if modification is needed; if so, the contractor shall submit plans prior to making modifications.
- _____
- Initials
12. Fire Hazard Severity Zone (FHSZ): Consult maps available at building department or on the OCFA website (go to Community Risk Reduction) to determine if your site is located in a FHSZ. Buildings in a FHSZ may be subject to special construction requirements detailed in the California Wildland-Urban Interface Code (CWUIC) — the building department will determine specific requirements.
- _____
- Initials

Applicant Certification

Print Name	Signature
Phone Number and Email	Date

Building Department

If you have verified that all questions have been answered accurately as "NO" and the project does not otherwise require OCFA review of sprinkler and/or alarm plans, an OCFA review is not required. If you want OCFA to review this project, regardless of Screening Form information, please initial and complete the following*:

City (or County) Staff Contact Name: _____ **Title:** _____

Email: _____ **Phone Number:** _____ **Date:** _____

Reason: _____

_____ **Initials:** _____

* Alternatively, City and County staff may contact the OCFA Front Counter directly by sending an email to FrontCounter@ocfa.org or by calling us at (714) 573-6108.