



## FIRE DEPARTMENT

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### PLAN SUBMITTAL REQUIREMENTS - CIVIL

#### I Purpose

To advise architects, engineers and contractors what minimum information is required for plan approval. All information listed below shall be on the plans.

#### II Scope

The following requirements shall apply to civil plans for all new buildings, tenant improvements, and building addition plans submitted to Cosumnes CSD Fire Department. Not all requirements listed apply to every submittal. If questions arise, contact the area inspector to determine what information may not be required.

#### III References

CBC and CFC are in reference to the 2013 California Building Code and 2013 California Fire Code.

#### IV General

- A. Plans will not be accepted for review until the plan review fee is paid in full. Fees include the initial review and resubmittals.
- B. The District's plan review turn around time is approximately 15 business days.
- C. Plans may be "expedited" for an additional minimum fee of \$235.00 (two hour minimum). Additional hours beyond the initial 2 will be assessed at \$187.50/hr.
- D. Mylars/vellums shall be stamped and wet-signed by a licensed civil engineer prior to signature.
- E. **All civil engineering and architectural plans are required to be submitted in an electronic format. When plans are submitted for final signature, the engineering or architectural firm is required to submit an electronic copy of the complete plan set as it appears in the approved printed plans with addresses, and suite numbers, apartment unit numbers, or hotel room numbers. All electronic formats shall be submitted in AutoCAD DWG (any version is accepted) on a Windows formatted compact disk (CD). Note: include ALL XREF drawings associated with the project. E-mailed copies will not be accepted at this time.**
- F. Approved architectural plans will not be released until civil plans are approved. Foundation permits may be issued upon approval of civil plans.
- G. UGS fees (underground fire service mains) shall be paid at the time civil plans are submitted. Manufacturer's specification sheets for all pipe, fittings, valves and appurtenances shall be provided by the installing contractor prior to inspection.

**NOTE:** If a different contractor is installing only the riser stub-in and the underground pipe 5 feet from the foundation, then that contractor installing the stub-in shall pay a ULI fee and submit manufacturer's specification sheets.

- H. Attached Standard Civil Engineering Comments, shall be copied onto plans in their entirety.
- I. All gates across fire access lanes require a separate submittal.
- J. Any deviations from the approved plans will require revised plans to be submitted.

**V Title Sheet** shall include the following information:

- a. Address of project location
- b. Name, address, phone number of engineer of record
- c. Location map showing the location of the project site in relation to major streets
- d. Sheet index
- e. Building analysis with the following info:
  - 1. Occupancy of building. If building houses more than one occupancy type, list each type.
  - 2. Construction type
  - 3. Square feet
  - 4. Indicate whether or not the building has fire sprinklers.
  - 4. List of applicable codes and the edition (2013 California Fire and Building Codes, NFPA 24)

**VI Utilities Sheets** shall include the following:

Not all requirements listed apply to every submittal. If questions arise, contact the area inspector to determine what information may not be required.

- A. Show location of fire access lanes by shading or cross hatching the entire length and width of the lane.

**NOTE:** Buildings exceeding 10,000 sq. ft. shall be provided with 2 points of fire department access a minimum of 500 feet apart.
- B. All turns in fire lanes shall have the radii labeled on the plans and to scale. Minimum turning radii are 50 feet outside and 25 feet inside.
- C. **Note indicating that fire lanes shall be a minimum of 20 feet clear width and 13 ½ feet clear height.** (unless parking on one or both sides mandates a wider lane - in that case the wider width shall be specified on the plans)
- D. Indicate how fire lanes will be delineated - posting of signs or painted curbs.
- E. Show the location of all new and existing fire hydrants.
- F. Show the location and diameter of all underground mains.

**NOTE:**

1. Buildings exceeding 10,000 square feet and residential subdivisions exceeding 26 homes shall be provided with a minimum 10 inch looped fire service main (two points of water supply connection).
2. Three or more hydrants supplied by a single main shall be looped (two points of water supply connection).
3. Underground mains serving fire hydrants and exceeding 150 feet in length shall be minimum 8 inch.

G. Show the location of the point of connection of new and existing underground mains.

**NOTE:** If the scope of work is to connect to new pipe that is part of the scope of a different project or a different phase of the same project, clearly state so on plans. All fire flow and hydrant requirements dependent upon another project or phase must be complied with prior to combustible materials being brought on site.

H. Show the diameter of the public main(s) supplying the new main.

I. Show the location of all control valves, post indicator valves, fire department connections, backflow preventers, and reduced pressure devices.

**NOTE:** Fire department connections shall be a minimum of 40 feet away from buildings and within 40 feet of a fire hydrant.

For projects with multiple buildings, hydrants, and/or multiple risers per building, sectional control valves shall be located to minimize interruption of water supply to the other hydrants and sprinkler risers.

J. The following Sacramento County Public Works installation details shall be provided on plans as applicable: 8-2A, 8-2B, 8-3A, 8-4A, & 8-7.

K. Indicate on plans the required fire flow. Some projects may require that a flow test be conducted.

L. Per the City of Elk Grove and the City of Galt /Sacramento County amendments to the 2010 California Fire Code (CFC), buildings that are provided with approved fire sprinklers may receive a 50% reduction in the required fire flow.

## VII Resubmittals

A. All changes shall be clouded and indicated with a delta that has a corresponding revision number and date.

B. Plan review comments shall be addressed in a separate letter specifically addressing plan review comments.

C. Indicate how the plan review comment was addressed and on what sheet the change or correction was made.

All plan review comments must be addressed in order for plans to be approved. If there are any questions regarding code interpretation or the applicability of the code section cited, contact the area inspector to discuss the issue prior to resubmittal.