



# City of Corona Fire Department Prevention Division

## SUBMITTAL REQUIREMENTS For OVERHEAD FIRE SPRINKLER MASTER PLANS AND REPETITIVE PLANS

### Master Plan Submittal

1. Complete Construction Permit Application, per Plan number, available on the City website at: <https://www.coronaca.gov/home/showdocument?id=4395>
2. Submit four (4) complete sets of plans, per plan number, per the Corona Fire Department Residential Fire Sprinkler Underground and Overhead Piping Plan Guideline per 2016 California Residential Codes, available on the City website at: <https://www.coronaca.gov/home/showdocument?id=4391>
3. Submit Public Works approved Tract Address Letter and site map.
4. Fees charged for the Master Plan submittal will be for one floor plan tied to **Tract Number only** include:
  - a. Plan Check Fee
  - b. Archive Fee
5. Once Master Plans are approved, if addresses are listed on the Master Plan the Building Department will initiate those permits by address. If only one address is listed refer to #4. If more than one address is listed the following applies beyond the first address:
  - a. Repetitive Plan Check Fee
  - b. Inspection Fee
  - c. Archive Fee
6. Only plan check fees are collected at the time of plan submittal, all remaining fees will be collected at permit issuance.
7. Once plans have been approved allow for 72 hours for processing and fee calculation.
8. Once you have received notification that plans are approved and ready for pick-up please e-mail an appointment request to: [firepermit@coronaca.gov](mailto:firepermit@coronaca.gov)

**Repetitive Plan Submittal-DVD submittal only**

1. Complete Construction Permit Application, per Plan number, available on the City website at: <https://www.coronaca.gov/home/showdocument?id=4395>
2. Submit Public Works approved Tract Address Letter and site map.
3. Provide a sequence sheet to include: tract number, address, lot number and plan type.
4. Provide DVD, each file shall include:
  - a. Labeled folder, one per address: tract number, address, plan number, master permit number (ie, Tract 37030-123 S. Main Street-Plan 1-FROH18-00112)
  - b. Complete set of plans
  - c. Reference approved master plan
  - d. Calculations
5. Fees charged for repetitive plan submittal will be for one floor plan tied to **approved address** include:
  - a. Plan Check Fee (20% of the original master plan check fee)
  - b. Inspection Fee
  - c. Achieve Fee
6. Only plan check fees are collected at the time of plan submittal, all remaining fees will be collected at permit issuance.
7. Once plans have been approved allow for 72 hours for processing and fee calculation.
8. Once you have received notification that plans are approved and ready for pick-up please e-mail an appointment request to: [firepermit@coronaca.gov](mailto:firepermit@coronaca.gov)