



Weber Fire District
2023 W 1300 N
Farr West, UT 84404
801-782-3580
www.weberfiredistrict.gov

PLAN SUBMITTAL CHECK LIST

**Electronic submittals for reviews are the preferred method.
Submit all documents and inquiries to: prevention@weberfiredistrict.gov**

Building Plans/Subdivision/Site Plan Submittals

✓	Required Item
	Electronic submittal (preferred):
	a) Plans must have designer/engineer/architect information.
	b) Plans must indicate a scale and north indicator.
	c) Plans should indicate the location of existing fire hydrants and any new hydrants.
	d) Plans must indicate which code was the reference document. (i.e., <i>2018 International Fire Code and 2019 NFPA 72</i>)
	e) A copy of the city/county application packet should be included.
	f) The packet must contain all information required by <i>IFC Section 105</i> .

Fire Alarm Plan Submittals

✓	Required Item
	COMPLETE plans in standard:
	a) Plans must have designer NICET certification information.
	b) Plans must indicate a scale and north indicator.
	c) Submitted packet must contain all cut sheets (product specification sheets).
	d) Plans must indicate which code was the reference document. (i.e., <i>2018 International Fire Code and 2019 NFPA 72</i>)
	e) Plans must contain battery calculations and provide information on the provided battery size.
	f) The packet must contain all information required by <i>IFC Section 907.1.2</i> .

Fire Suppression Plan Submittals

✓	Required Item
	COMPLETE plans in standard:
	a) Plans must have designer NICET certification information.
	b) Plans must indicate a scale and north indicator.
	c) Submitted packet must contain all cut sheets (product specification sheets).
	d) Plans must indicate which code was the reference document. (i.e., <i>2018 International Fire Code and 2019 NFPA 72</i>)
	e) Plans must contain hydraulic calculations.
	f) Plans must contain a sprinkler head count.
	g) The packet must contain all information required by <i>IFC Section 104.7</i> .

***Submit plans electronically in a PDF format via email to: prevention@weberfiredistrict.gov ***

Once the review is completed, you will receive an invoice by email on file.

Once fees are paid, the stamped and approved plans will be emailed back.

**APPROVAL IS NOT VALID UNTIL PAYMENT OF ALL FEES ASSOCIATED WITH THE PROJECT.
FOR MORE INFORMATION, VISIT OUR WEBSITE OR CONTACT 801-782-3580.**