



Richmond Fire Department

Fire Prevention Services Division

440 Civic Center Plaza · Richmond, CA 94804 · Phone (510) 307-8037 · Fax (510) 307-8048



EXPEDITED PLAN REVIEW APPLICATION

Submittal of plan review requires one (1) PDF copy of the final draft including any resubmittals

Date: _____ Richmond City Business Lic. #: _____ **Permit Number:** _____

Project Name: _____

Project Address: _____

The plans being submitted meet one of the following criteria: (*check one box only*)

- Above Ground Tank
- Cellular Tower
- Commercial Building – **Addition** – under 10,000 sq. ft.
- Commercial Building – **New** – under 10,000 sq. ft.
- Doors – Interior and Exterior – Installation
- Facades and Awnings – Exterior
- Fences and Gates – Perimeter
- Fire Alarm System for areas under 10,000 sq. ft.
- Flow and Tamper Alarm System
- Hood and Duct System
- Propane Tank – Underground
- Propane Tank – Aboveground
- Paint Spray Booth
- Solar Panels for areas under 10,000 sq. ft.
- Sprinklers – Commercial – areas under 10,000 sq. ft.
- Special Events, Tents, Festivals
(Tents require additional permit and fees)
- Residential sprinkler plans cannot be expedited**
- Tenant Improvement under 10,000 sq. ft.
- Underground Fire System

I, the undersigned, acknowledge that the Expedited Plan Review is voluntary on my part and also on the part of the plan reviewer. Once plans are accepted and processed as an expedited project, the plan review should be completed **within 10 business days**. Plans submitted under the expedited process will remain in that process through final approval. Expedite fees are due and payable when the plans are submitted – this includes the initial submittal and **every re-submittal**.

By (Print Name): _____ Signature: _____

GROUP	EXPEDITE PLAN REVIEW REQUEST & ADDITIONAL CHARGES/INSPECTION TIME	FEE
	Reviews Expedited as a Result of Working <i>without</i> Approved Plans	
	Working without approved plans - Minimum plan review fees (overtime)	
PR -14	Three (3) hours - <i>plus applicable plan review fees.</i>	\$ 753.00
PR -14.1	(Additional plan review time, \$ 251.00 per hour)	\$ 251.00
PR -14.2	Expedited Plans - reviewed after normal business hours, three-hour minimum.	\$ 753.00
PR -14.3	(Additional plan review time, \$ 251.00 per hour)	\$ 251.00
	All revisions will be performed on an expedited/overtime basis at \$244.00 per hour with a three hour minimum.	
	<u>Total fees assessed will be the sum of all applicable plan review fees including expedite/overtime fees.</u>	

*****DEPARTMENT USE ONLY*****

Permit Tech: _____ Fire Code(s): _____ FEE \$ _____ DATE: _____ APPROVED/DENIED _____

Additional Fees: YES [] NO [] Amount _____ TOTAL: _____