



Phoenix Fire Department

Fire Prevention - Emergency Access

Emergency Access Permits Application

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|---|---|
| <input type="checkbox"/> Emergency Access F481
Premise identification review; fire lane marking, identification of fire protection equipment, key boxes, stairwell identification, and pedestrian gates. | Plan Review Fee: 1.0 hrs
Inspection Fee: 1.0 hrs |
| <input type="checkbox"/> Address Directory F482
Installation or modification of address directories | Plan Review Fee: 0.5 hrs
Inspection Fee: 0.5 hrs |
| <input type="checkbox"/> Alternative Surface Fire Lane F479
Install striping and signage of fire lanes
Number of fire lanes: _____ | Plan Review Fee: 1.0 hrs
Inspection Fee: 1.0 hrs |
| <input type="checkbox"/> Automatic Vehicle Access Gate F157
Install or modify each automatic fire apparatus access gates and their appurtenances -- fee is for each gate.
This also includes gates for auxiliary access openings.
Number of automatic gates: _____ | Plan Review Fee: 1.5 hrs
Inspection Fee: 2.0 hrs |
| <input type="checkbox"/> Manual Access Gate F157
Install or modify Manual gate - fee is for each gate.
Number of manual gates: _____ | Plan Review Fee: 0.5 hrs
Inspection Fee: 0.5 hrs |

All installations are subject to field inspection. Call 602-262-7462 to schedule the inspection.

Business Information			
Date		Name of Project:	
Project Address:	Suite		
Project Description:			
Contractor:			
Contractor Address:			
Contractor License (ROC):			Contractor Phone:
Person Submitting:	()	Submitters Phone: ()	
FP OFFICIAL USE ONLY			
Payment Received:	Check # _____	<input type="checkbox"/> Credit Card	<input type="checkbox"/> Cash
Date Received:	Received By:		
Census	Quarter	Council District	Zoning
Units	Occupancy	Construction Type	Structure Class

See attached documentation for description of conditions that must be met prior to the issuance of this permit.

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Permit questions call: 602-262-6771 or online at <http://www.phoenix.gov/fire/codes.html>

The intention of this document is to provide our customers with a basic guide to complete the Emergency Access plan submittal process. This is a required permit for all new commercial and multi-family occupancies. The following shall be provided with the plan submittal.

GENERAL

- Two sets of plans, drawn to scale, and signed and sealed by a licensed architect or engineer registered with the State of Arizona. Plan submittal shall include; site plan and building elevations (all sides). Additional drawings may be required depending on the scope of the project.
- Description of the proposed project (new build, remodel, etc.) and the business operation.
- Contractors name, address, phone number, contractor license number, state privilege tax number and city privilege tax number.
- Complete permit application.
- Owners name, mailing address, contact person, and phone number optional.

SPECIFIC PLAN REQUIREMENTS

- Architectural site plan that depicts all buildings, roadways, significant landscape features, fire hydrants, fire department connections, and water retention features. Site plan shall also depict:
 - i. Building numbers
 - ii. Fire lane location and markings (fire lane signs)
 - iii. Key Box(s) / (Knox Box)
 - iv. Pedestrian gates (if applicable)
 - v. Rooms/areas containing fire protection equipment (fire riser, alarm panel, fire control room)
 - vi. Stairwells
- Complete set of building elevations that depict all building sides, access points, and landscape features. Building elevations shall also depict:
 - i. Building numbers
 - ii. Exterior building access doors or corridors
 - iii. Depiction of fire department connections

Stamped, approved plans and permit must be on site for final inspection