



BRYAN COLLINS, FIRE CHIEF

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SITE PLAN DRAWING REQUIREMENTS

A Complete and Accurate Submittal Must Include the Following:

1. Submittal Process:
 - a. Electronic Submittals:
 - i. Go to : www.SpokaneValleyFire.com under Permits and Forms;
 - ii. Under Electronic Plan Submittal and Review is a hyperlink to Inspections@SpokaneValleyFire.com ;
 - iii. Use the hyperlink to create an email to attach submittal documents;
 - iv. In the subject line Indicate the following: Permit Submittal – Project Address
 - b. Paper Submittal:
 - i. Three (3) copies are to be delivered to Spokane Valley permit center at 10210 E. Sprague Avenue.
2. The information provided on the drawings to include, but not be limited to:
 - a. Name of owner & occupant and street address.
 - b. Vicinity map: show relation of project to nearby parcels (include streets).
 - c. Point of compass and graphic representation of scale.
 - d. Provide information on the building (include square footage, height to eave, construction type).
 - e. The location of existing fire hydrants located within 300 ft. of the site.
 - f. Location of new fire hydrants.
 - g. Note fire department access roads, fire lanes and turnarounds/hammerheads.
3. The issuance of a permit based upon plans, data and other reports shall not prevent the Fire Department from thereafter requiring correction of deficiencies. Any deficiencies found during field inspection, testing or Fire Company surveys must also be corrected.