



Avalon Fire Rescue District Process and Procedure

Site/Utility Plan Review

(New, Addition, Alteration)

Plan Review Submittal

1. Submit an online application with an attached .pdf copy of signed and sealed plans via our website at <https://www.avalonfirerescue.com/plan-review-application>. The website cannot accept large file sizes, so contact us for instructions on where to upload your files instead. Mail or drop off one hardcopy set of signed and sealed plans along with the applicable fees listed below to:

Address:

Avalon Fire Rescue
5408 Mulat Rd.
Milton, FL 32583

Plan Review Fees

2. Checks are the only acceptable form of payment of the fee(s) listed below *and* each fee is to be paid using a separate check. Fee(s) may be mailed or dropped off at the address listed above. Checks are to be made out to **Avalon Fire Rescue**.

Plan Review Fee: (fee applied when a site plan is separate from building plans) \$50.00

Inspections/Testing

3. Fire Hydrant locations per AHJ:
 - a. **Commercial Occupancy**
 - i. within 400' from the closest point of building as the hose is laid
 - b. **One and Two-Family Dwelling**
 - i. within 500' from the closest point of building as the hose is laid
4. All plans and inspections will be reviewed and tested to FFPC 9th edition and NFPA 2024.

General

5. A hard copy of the project plans **must** be picked up by the applicant **within 30 days upon completion of plan review** and must be on site until completion of the project.
6. If a plan review is approved, the report will be sent to the applicant and the Santa Rosa County Building Department. If not approved, the report will be sent to the applicant (*all resubmittals will require a new application*).