



# DO I NEED TO SUBMIT PLANS TO THE MENLO PARK FIRE DISTRICT?

Based upon the type of permit you are submitting for and the scope of work, you may need to submit for review with the Menlo Park Fire Protection District to ensure adherence to local Ordinance requirements. The following checklist will aid in making a decision if you need to submit for review with the Menlo Park Fire Protection District.

## **Residential Projects:**

	Yes	No
New Construction	X	
Alterations	X	
Additions	X	
Repairs		X
Demolition (only)		X
Swimming Pools		X
Solar (PV)	X	
Solar (ESS)	X	
Generator	X	
Vehicle Gate (if lot is over 150 ft.)	X	
Fire Sprinklers	X	

Any structural changes or sheetrock removal for upgrades require submittal.

Ex. Kitchen Remodel

- Replace/repair cabinet and fixtures-no submittal required
- Removal/addition of wall to expand kitchen, new electrical-submittal required

Ex. Replacement of water heater, new electrical panel, etc-no submittal required

## **Commercial Projects:**

	Yes	No
New Construction	X	
Alterations	X	
Additions	X	
Repairs		X
Demolition (only)	X	
Swimming Pools		X
Solar (PV)	X	
Solar (ESS)	X	
Generator	X	
Vehicle Gate	X	
High Piled Storage	X	

Fire Sprinklers	X	
Fire Alarms	X	
Fire Pump	X	
Smoke Control	X	
Standpipes	X	
Fire Underground Piping	X	
Emergency Radio Response Coverage Systems (ERRCS)	X	
Hood & Duct	X	
HVAC	X	
Cell Site	X	

Additional information can be found on their webpage at:

<https://www.menlofire.gov/plan-submittal>

Please contact their office at 650-688-8400 for hours, fees or general questions.