



Alameda County Fire Department

Fire Code Administration Division
Unincorporated Alameda County

How to submit fire protection system plans and DSA site reviews to the Alameda County Fire Department:

The plans are to be submitted as **ONE COMPLETE PDF**. The file shall contain all necessary documentation including but not limited to:

- The Alameda County Fire plan submittal application
- Completed plans (plans shall be scaled, and notation of the scale on plans)
- Plans are to be stamped and signed by the appropriate contractor
- All specification sheets
- Calculations
- Pertinent supporting documentation related to the plans
- All resubmittals are to be sent in as full submittals including a response letter

This file shall be in PDF form and not sent as a “Zip” file or link.

Email the fire protection system plans or DSA site review submittal package to:

CountyFCA@alamedacountyfire.gov

Turnaround Time:

Our target turnaround time is 10 business days for first submittals and 5 business days for resubmittals.

Fees

Fees are paid after the approval of the plans and prior to permit release. Once plans are approved you will receive an email that explains the payment and release process.

Building and Planning Department Submittals

Building and Planning departments are also able to route their reviews electronically to staff. If you have building or planning department submittals, **they must be submitted to those agencies**. Please contact the appropriate agency for information on how to submit and they will route to ACFD. Turnaround times are set by referring agency.