



Scott M. Jalbert, Unit Chief

FIRE SAFETY PLAN INFORMATION

If you are requesting a permit for construction within the areas protected by *CAL FIRE*/San Luis Obispo County Fire, you must submit a Fire Safety Plan application to the *CAL FIRE*/San Luis Obispo County Fire Prevention Bureau. The County Planning and Building Department will **not** issue permits until the Fire Safety Plan is completed. ***Please allow a minimum of 4 weeks for the completion of your Fire Safety Plan.***

1. Pay applicable fees at the County office, we do not collect any monies at our office. Once you pay the applicable fees you will receive a permit number from the County Planning Department.
2. Complete a Fire Safety Plan Application (FSPA). It is available on our website at www.calfireslo.org on the [Prevention](#) page. Applications are also available at our headquarters office. **A site plan and elevation map must be attached to the FSPA at the time of submittal.** *CAL FIRE*/San Luis Obispo County Fire is located at 635 North Santa Rosa Street in San Luis Obispo. It is just north of Highland Avenue, the main entrance to Cal Poly, where Santa Rosa Street turns into Highway 1.
3. If your project is served by a community water system, a completed [Community Water System Verification Form](#) must be submitted. It is also available on our website.
4. *CAL FIRE*/San Luis Obispo County Fire permit holds will be released after the Fire Safety Plan has been completed. ***Please allow a minimum of 4 weeks for the completion of your Fire Safety Plan.*** Once complete, a copy of the Fire Safety Plan will be sent to the owner and/or agent via the US Postal Service.
5. *CAL FIRE*/San Luis Obispo County Fire inspections are performed for South County projects on Tuesdays and North County projects on Thursdays. Call for an inspection at (805) 543-4244, extension 3490. Prior to scheduling your final inspection, ensure all Fire Safety Plan requirements have been completed. The Building Department will **not** final your project until *CAL FIRE* has inspected and finalized your project.
6. Please contact the Community Services District Fire Department if your proposed project is within the following district boundaries:
 - Cambria (805) 927-6223
 - Oceano (805) 481-6730
 - Santa Margarita (805) 438-3185
 - San Miguel (805) 467-3388
 - Templeton (805) 434-4900