



Process and Procedure

Site/Utility Plan Review

(New, Addition, Alteration)

Plan Review Submittal

1. Submit one complete hardcopy set of signed and sealed project plans, one PDF copy of project plans *(via email)* and a completed application *(via email or hard copy)* for Plan Review to:

Address:

Midway Fire District
1322 College Parkway
Gulf Breeze, FL 32563

Email:

Planreview.submittal@midwayfire.com

Plan Review Fees

2. There is no Plan Review Fee for Site Plans
3. Fire Hydrant locations per AHJ:
 - a. **Commercial Occupancy**
 - i. within 250' from the closest point of building as the hose is laid
 - b. **One and Two-Family Dwelling**
 - i. within 400' from the closest point of building as the hose is laid

Inspections/Testing

4. No inspections needed
5. All plans and inspections will be reviewed and tested per FFPC 7th edition and NFPA 2020

General

6. Hardcopy of project plans must be picked up by applicant within 30 days upon completion of plan review and must be on site until completion of project
7. If plan review is approved, a report will be sent to the applicant and to the Santa Rosa County Building Department. If not approved, a report will be sent to the applicant