

**South Placer Fire District**  
6900 Eureka Road, Granite Bay CA 95746  
Office Hours: Mon-Thurs 7:30 am to 5:00 pm  
(916) 791-7059

## **Your Single-Family Residential Building Application Process Easy as 1-2-3**

We have a 3-step process.

You may complete more than one step in a single visit to our office,  
**but the steps must be completed in order.**

### **Step 1: Pay development fee** (also known as mitigation or impact fee).

Bring to our office a printed copy of your **PERMIT ISSUANCE CHECKLIST** (from Placer County) or **FIRE DEPARTMENT ROUTE SHEET** (from the Town of Loomis).

We will calculate the fee based on information on the checklist/route sheet.

We accept payment by **CHECK ONLY**.

### **Step 2: Submit site plan for review.**

Bring your site plan to our office:

- For projects **WITHIN THE TOWN OF LOOMIS**, submit **THREE (3) COPIES** of your site plan.
- For projects **IN UNINCORPORATED AREAS**, submit **TWO (2) COPIES** of your site plan.

Plans must be drawn and printed to scale.

The site plan review **FEE IS \$175**, due with your plans.

We accept payment by **CHECK ONLY**.

### **Step 3: Submit sprinkler plans for review.**

Bring your sprinkler plans to our office:

- For projects **WITHIN THE TOWN OF LOOMIS**, submit **THREE (3) COPIES** of your sprinkler plans.
- For projects **IN UNINCORPORATED AREAS**, submit **TWO (2) COPIES** of your sprinkler plans.

Plans must include calculations and cut sheets.

The plan review **FEE IS \$1,050** for up to 99 sprinkler heads, due with your plans. (Fees are higher for additional sprinkler heads.) **Please note: the fee increases to \$2,100, effective July 15, 2023.**

We accept payment by **CHECK ONLY**.