



BIG BEAR FIRE DEPARTMENT
 41090 Big Bear Blvd.,
 PO Box 2830
 Big Bear Lake, CA 92315
 Office 909/866-7566
 Fax 909/866-8288

CONSTRUCTION REQUIREMENT REPORT (Fire Letter)

****1 PLOT PLAN REQUIRED WITH THIS REQUEST****

**THERE IS A \$165.00 FEE FOR THIS DOCUMENTATION -
 Please Make Checks Payable to: Big Bear Fire Department**

Person Requesting Plan Check	Date _____
Mailing Address	
City	State
Zip	
Relationship to the Project	
Property Owner (if different)	Phone Number
Mailing Address	
City	State
Zip	
APN: _____ Property Address: _____	
Legal Description: <u>Lot(s)</u> _____ <u>Tract</u> _____	
New Construction _____ Addition _____ / Residential _____ Commercial _____	
Addition- Does Existing Structure have a Sprinkler System <u> No </u> <u> Yes </u>	
Existing Square Feet: _____ Additional Square Feet _____	
Total Square Feet for this Project: _____ # of Stories: _____	
Manufactured Home? <u> No </u> <u> Yes </u> , Name of Manufacturer: _____	
Method of Obtaining Plan Check When Ready: (Check One)	
<input type="checkbox"/> Will pick-up. Please notify _____ Phone _____	
<input type="checkbox"/> Email Fire Letter: _____	
<input type="checkbox"/> Mail to the following: _____	

For Fire Department Use Only:

LETTER PICKED UP BY: _____ DATE: _____

PRINT AND SIGN

Method of Payment: Cash _____ Check # _____ Employee: _____

Approved By: _____ Approval Date: _____ Standard: _____ Non-Standard: _____