

Cromwell Fire District

OFFICE OF THE FIRE MARSHAL

TODD G. GAGNON
Fire Marshal

One West Street
Cromwell, CT 06416

Information Required To Perform Plan Reviews

For a fire official to perform a proper plan review of codes and regulations, the applicant must submit a complete set of plans with the following information:

- Name and/or identification of the project
- Exact location, street and town, of the project
- Name & address of the project designer
- Compass North indicator
- Name & address of the submitter/owner of the project
- Construction type
- Seal & signature of design professional
- Classification of the occupancy/use of the project
- Code Analysis with current CT Fire Safety Codes
- Complete detailed site plans
- Knox Box Location
- Complete detailed & dimensioned floor plans
- Exterior & Interior elevations
- Walls sections and details
- Key plan if necessary
- Complete set of structural drawings and details
- Detailed drawings & schedules of all mechanical systems
I.e. Plumbing, Electrical, HVAC, Kitchen Venting
- Sprinkler system plans if applicable with calcs
- Date of drawing and any revisions
- Door & window details, schedules
- Occupancy load with calculations of all spaces over 50 persons
- Hardware schedules
- Interior finish schedules
- Scale for each drawing and detail
- Reflected ceiling plans for each level

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