



Thomas Shoenbein
Mayor

City of Pasadena Fire Marshal's Office



David M. Brannon
Fire Marshal

Plan Review Submittal Checklist

- Payment (Check or Money Order Only)
- Application
- Hard Copy of Plans
- Electronic File - CD
- Certificate of Insurance Coverage
- State License of Company and RME-G/Technician/Superintendent
- Cut Sheets
- Owner's Information Certificate (Fire Sprinkler Systems Only)

Plans will NOT be accepted without the above listed items.

