



## FIRE SAFETY ENGINEERING Pre-Screen Checklist

### Civil Plans

**City of Henderson**  
**Development Services Center**  
**Fire Safety Engineering**  
240 Water Street, PO Box 95050  
Henderson, Nevada 89009-5050  
(702) 267-3630 phone  
(702) 267-3603 fax

This checklist is provided for the convenience of our customers. Complete and accurate plan submittals help speed the plan review process. Attention to the completeness and accuracy of information at the beginning of the process generally leads to fewer delays and requests for revisions by City staff. Please use the following information to assure that your application includes all of the information that is necessary for a complete review of your plans.

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#### Part. 1 Applicant's Responsibility

**Applicants are responsible for ensuring applications submitted are complete.** Incomplete applications will result in plans being rejected for acceptance, or returned to the applicant during the review process. City service commitments will not apply to incomplete submissions.

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#### Part. 2 Prerequisites

**Plan Readability.** Easily Read; legible; a readable typeface. Vivid contrast or difference in brightness between the light and dark areas of the drawing.

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#### Part. 3 Applicable Codes

**Plans shall meet the requirements of the adopted codes, ordinances and regulations.**

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#### Part. 4 Submittal Package

**Provide the following information at the time you submit your application for a civil plan review.**

- 1. Permit Tech Name: \_\_\_\_\_
- 2. Readability (see fire lane plan): \_\_\_\_\_
- 3. Project Name: \_\_\_\_\_
- 4. Project Address: \_\_\_\_\_
- 5. Fire Safety General Notes: \_\_\_\_\_
- 6. Utility Plan with Hydrant locations: \_\_\_\_\_
- 7. Separate Fire Lane Plan with signage: \_\_\_\_\_
- 8. Fire Flow information: \_\_\_\_\_