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## **FIRE DEPARTMENT PLAN REVIEW REQUIREMENTS**

**[THIS DOCUMENT IS NOT PERMISSION TO DO WORK](#)**

Based on the type of building permit and scope of work you are requesting, you may need to ensure that the Fire Department has approved your plans prior to submitting your building permit application to Inspectional Services Department (ISD). Information can be found on the City of Newton website.

[Plan Reviews | City of Newton, MA \(newtonma.gov\)](#)

Generally, projects that require approval from the Fire Department involve some component of the Massachusetts Comprehensive Fire Safety Code (527 CMR 1.00), including, but not limited to, the construction of a new structure, the demolition of a structure or interior space, a commercial tenant fit-out, the installation, alteration, or removal of a fire protection or alarm system, hot work, etc. However, ISD will ultimately decide if Fire Department approval is required for issuance of a building permit. Please keep in mind that submitting a building permit without first obtaining approval from the Fire Department, when required, may delay your building permit application process. It is advised to obtain Fire Department approval prior to submitting your building permit application as this process may take 2-4 weeks.

Prior to submitting a plan review application to the Fire Department, please also read the third-party review guidelines.

[Fire Department Third-Party Review Guidelines](#)

Fire Department plan review applications, both commercial and residential, can be found on the NewGov permitting portal.

[Fire Department - NewGov](#)

Once the Fire Department has reviewed and approved your plans, the reviewer will digitally stamp the plans that were submitted. You must then upload the Fire Department Approved Plans to your building permit application.

For further questions or information, please contact Fire Prevention at [FirePrevention@NewtonMA.gov](mailto:FirePrevention@NewtonMA.gov).

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