



Weymouth Fire Department

636 Broad Street
Weymouth, MA 02189
781-337-5151
FAX: 781-340-5024

Plan Review Drop-Off Form

www.weymouth.ma.us

The process of reviewing building plans and specifications is to determine the safety characteristics of the proposed building. This is generally done before permission is granted to begin construction. **NOTE:** Plans must include any fire protection installations or alterations.

780CMR

901.2.1 Document Submittal Process. This process includes three tiers of the minimum document submittal requirements. This process does not preclude the permit applicant from submitting additional documents; for example shop drawings along with the construction documents at time of permit application.

1. Tier One, Construction Documents - Prior to issuance of a building permit, construction documents for the fire protection system must be submitted in accordance with section 107.1.2 and a building permit obtained prior to the installation of fire protection systems or modifications, alterations, additions or deletions to an existing fire protection system.

Applicant Name:	Project / Owner's Name:
Applicant Address:	Project Address:
Applicant Phone:	
Applicant Email:	

REQUIRED DOCUMENTS

Items below are mandatory with all submittals; otherwise plans will not be accepted.

- ☐ Copy of the building permit application (completely filled out and signed by the applicant.)
- ☐ Fire protection systems and operation narrative as outlined in 780 CMR 9.
- ☐ Two (2) sets of engineer stamped plans that include the fire protection drawings and submittals per 780 CMR 9.
- ☐ Plan Review Fee \$50.00, (check made payable to the Town of Weymouth).
- ☐ Brief description of the project.

DO NOT WRITE BELOW THIS LINE

Drop Date			Time		
Plans Approved:	Plans Disapproved:	Reason:			
WFD Permit #				Date Reviewed:	Inspector Initials: