



Accessory Dwelling Units (ADUs) Fire Plan Review: Submittal Intake Checklist

Plans without this information are considered incomplete and will not be accepted for intake.

San Jose Fire Department (SJFD) will review and enforce applicable California Fire Code (CFC) provisions and SJ policies during the plan review of an ADU. This list does not constitute all requirements for fire department approval. Please consult with Fire Prevention at 408-535-7750.

INSTRUCTIONS. Prior to submitting plans to the building department, please ensure hydrant and water flow data information as indicated below are included with your submittal. Include this completed Submittal Intake Checklist with your plans to the building department. **Plans submitted without the Fire Flow Letter will be rejected and marked as Incomplete.** Plans will need to be resubmitted.

INTAKE CHECKLIST. It is the responsibility of the applicant to check off all required items for intake.

HYDRANT LOCATION

Provide a site plan. The site plan shall show the location of the nearest fire hydrant(s) serving the project site and the location of the proposed ADU on the lot.

FIRE FLOW

Contact your water company and provide a copy of the letter that indicates that a minimum fire flow of 1,000 gpm at 20 psi is available from the closest hydrant. See below for a list of water service providers.

Need to look up your service provider? [Utility Services Lookup | City of San Jose \(sanjoseca.gov\)](#)

San Jose Municipal Water System

[San Jose Municipal Water System Water Flow Information Request](#) Customer Service → Fire Flow Information Request
Phone: 408-277-3671
muniwatersystem@sanjoseca.gov

San Jose Water Company

Phone: (408) 918-7362 Fax: (408) 279-7889
E-mail: engineering.dept@sjwater.com

[San Jose Water Company Water Flow Information Request](#)

Please include the words **WATER FLOW** in the subject line and all of the following:

- Requestor's name
- Company name if applicable, company mailing address, phone number and e-mail address
- Street name and address of the project
- Nearest cross street to that location
- A sketch map of where the flow information is requested

Great Oaks Water Company

Phone: (408) 227-9540
Fax: (408) 227-7126
customerservice@greatoakswater.com