
MSB • Department of Emergency Services • Central Mat-Su Fire Department

Fire & Life Safety Division

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Plan Review Submittals for Proposed Marijuana Buildings (Cultivation, Manufacturing, Testing, Retail, etc)

Central Mat-Su Fire Department has jurisdiction over commercial buildings in the Central Mat-Su Fire Service Area (just a portion of the borough). All other areas in the borough, fall within the State Fire Marshal's jurisdiction.

Your building's occupancy type will be an F-1, and a plan review is required. Provide hardcopies of the following;

- A completed plan review application (see checklist at the bottom left corner of application, as well)
- Newly constructed buildings may need full stamped drawings; Architectural and Engineering
- A scaled site plan showing distances to property lines, buildings (N, E, S, W), and access roads
- A floor plan of the entire building (exit doors, exit lights, emergency lights, stairs)
 - Stairs include rise/run, handrails, guards, and width with closed risers
- Construction details to include; floor, interior/exterior walls, floor/ceiling, and ceiling/roof assemblies
- Types and amounts of hazardous chemicals used in the building that are in bulk and hazardous; i.e. (CO2, fertilizers, insecticides, propane, butane, etc.) IBC Table 307 and their MSDS Sheets
- Fire Extinguishers mounted with a maximum 75' travel distance
- Manufacturers listing/specifications or approvals for lighting, heating & ventilation equipment (UL)
- Depending on scope; licensed individuals for the Mechanical and Electrical Systems; (ME, MA, Etc.)
- As-built and/or structural analysis may be required for structural safety (Seismic, Gust, Ground Snow Load)

Once your completed packet is received, it will be reviewed for approval from this office. A decision will be provided in writing, either as a correction letter or Fire and Life Safety Approval Certificate. Once the final inspection is conducted by this office, the AMCO approval request will be signed and sent back to AMCO (if available). If not you will have to contact AMCO. Please note, partial submittals will delay the process.

Fees need to be paid before the review of your plans can start. **Please note, if you begin construction or renovation before the review is complete, a special processing fee will be charged and a stop work issued.** If you have any questions regarding this process, please contact us at: 907.861-8030.