



Chino Valley Fire District

14011 City Center Drive, Chino Hills, CA 91709
(909) 902-5280 Option #2 Office (909) 902-5250 Fax
www.chinovalleyfire.org

ACCESSORY DWELLING UNITS (ADU) PLAN REVIEW SUBMITTAL REQUIREMENTS

PLAN INFORMATION:

The following information relates to the plan review requirements for an Accessory Dwelling Unit (ADU). The following items are required as part of the plan review submittal:

- CVFD Plan Check Application – May be obtained by calling our office or at the following webpage: <https://chinovalleyfire.org/community-risk-reduction> Scroll down to downloadable documents section.
- Electronic copy of plans (PDF format) – Only electronic plans are acceptable for submittal.
- Fire Flow Report (Obtained from water department which services the property)

City of Chino Public Works Engineering 13220 Central Avenue Chino, CA 91710 (909) 334-3265	City of Chino Hills Public Works 14000 City Center Drive Chino Hills, CA 91709 (909) 364-2800	Monte Vista Water District P.O. Box 71 10575 Central Avenue Montclair, CA 91763 (909) 624-0035
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Contractors should submit through our online permit portal, located on our website, <https://chinovalleyfire.org/electronic-plan-check-submittal>. If you have not used our online permit portal, please contact our office to add your company and license to our database. Please call (909) 902-5280 Option #2 or e-mail permits@chofire.org.

All other applicants may submit via e-mail through permits@chofire.org. If applying through the permits@chofire.org e-mail, include the following in the Subject Line: Plan Check Submittal.

The plan review fee for an ADU is \$452.00 and the review time is 7 to 10 business days. Failure to submit the required information will delay the plan check review. The aforementioned fee covers the plan review, permit and inspection.

PLEASE NOTE: Our requirements and process do not negate any plan check requirements from the City of Chino, Chino Hills, or San Bernardino County Building Departments. Each of these agency will not issue building permits prior to approval and issuance of a permit from the Fire District. Each agency may also have additional requirements, such as obtaining a business license.