

Development Fire Approval Process

Step 1: Complete a “fire application” online:

<https://www.brunswickcountync.gov/194/Permit-Applications>

- A. Add the parcel ID if the parcel doesn't have a 911 address pre-assigned for permitting purposes add the closest parcel for reference.

Parcel Information

Parcel ID*
Value is required.

[Find your Parcel ID \(Opens new window \)](#)

For additional assistance with Parcel ID, please call Central Permitting at (910) 253-2021.

To Submit this form, you must select a parcel address

Zoning Jurisdiction

Zoning Code

Township

Jurisdiction*

Subdivision

All work shall be done in accordance with State and Local building codes and ordinances.

Screen shot: Select the closest parcel with a 911 address.

No License 

License Type*

Lien Agent
(If applicable)

Lien Entry
(If applicable)

**For license ONLY select “No license”. Do NOT complete any license type or license number fields.*

Project Description

Project Type*

Project Description Please describe what you are requesting permits for

Project Cost*

Be as accurate as possible. Numbers only - no commas or periods.

No License

Lien Agent
(If applicable)

Lien Entry
(If applicable)

Permit Request - Residential

Fire

- Fire Plan Review
- Courteous Fire Plan Review
-  Fire – Subdivision / Development
- Fire Hydrant Flow Test for Development
- Fire Hydrant Flow Test for Sprinkler Design

Screen shot: Select Residential and mark Fire – Subdivision / Development

- C. Select “Residential” project type then check box “Fire – Subdivision / Development”.
- D. In the project description field include the project name and specify the phase if applicable.
- E. Either upload a site plan and a utility plan showing fire hydrant detail with the application or through the [contractor’s portal](#) . If you need assistance with the contractor’s portal contact 910-253-2037.

Step 2: Obtain a Fire Development Permit & Schedule Field Fire Inspections

- A. Obtain a Fire Development Permit from Central Permitting and Schedule Fire Inspections with Brunswick County Fire Marshal’s Office they can be reached at 910-253-2041 or 910-253-1718 via email at andrew.thompson@brunswickcountync.gov or josh.smith@brunswickcountync.gov
- B. Fire Inspections include verification of fire department SOS gated access, fire department access road(s)/street(s), road/street signage, and fire hydrant system(s).

- C. Schedule fire hydrant NFPA 291 flow tests with the fire marshal’s office. Results of the fire hydrant system flow tests will need to be reviewed to ensure minimum needed fire flow requirements are met.

Step 3: Fire Endorsement

- A. Contact Brunswick County Fire Marshal’s Office to obtain final signatures for final plat approvals. The Brunswick County Fire Marshal’s Office they can be reached at 910-253-2041 or via email at andrew.thompson@brunswickcountync.gov
- B. Have a NC design professional add the final plat endorsement statement to the mylar. The statement can be found [here online](#) .

| | |
|---|-------|
| The undersigned hereby approves that the required fire hydrant system(s) have been tested in accordance with NFPA 291 in an acceptable manner and such fire hydrant system(s) located in accordance with the North Carolina Fire Prevention Code. | |
| _____ | _____ |
| Brunswick County Fire Code Official | Date |

For any additional questions please contact the Brunswick County Fire Marshal’s Office at 910-253-2041 or via email at andrew.thompson@brunswickcountync.gov