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CITY OF OAKLAND

OAKLAND FIRE DEPARTMENT, FIRE PREVENTION BUREAU

250 FRANK H. OGAWA PLAZA, SUITE 3341

OAKLAND, CA 94612-2032

Information:

FPBReceptionist@oaklandca.gov

**IN-TAKE FORM**

Date\*: Click or tap to enter a date. parcel no\*: 

BUILDING PERMIT no\*: 

contractor license & exp date\*: 

Type of service (Check what applies):

Incident Report (Please include incident report form)

Plan Check – Continue to **Section 1**

Property use\*: Choose an item.

Type of work\*: Choose an item.

Type of plan\*: Choose an item.

Type of permit\*: Choose an item.

SCOPE of work \*: 







Microsoft Teams Consultation \*link will be provided for online meeting\*

* 60 min teams meeting $697.00

Site Address\*: 

Applicants Mailing Address\*: 

Contractor submitting plans:  and/or

Developer submitting plans:  and/or

Owner/applicant submitting plans:  and/or

Property Rep submitting plans: 

Authorized person for plan pick-up\*: 

Who to Contact for payment\*: 

Plan Contact Phone Number\*: 

contact EMAIL\*: 

\* FIELD REQUIRED INFORMATION.

\*ALL FEES WILL BE ASSESSED PER THE MASTER FEE SCHEDULE :

<https://cao-94612.s3.amazonaws.com/documents/Fiscal-Year-2023-24-Adopted-MFS_2023-09-12-202117_idke.pdf>

\*PLEASE USE THE FOLLOWING LINK TO FIND YOUR BUILDING NUMBER THAT IS REQUIRED TO SUBMIT THIS FORM:

[Oakland Online Portal (accela.com)](https://aca-prod.accela.com/oakland/customization/common/launchpad.aspx)

Revised 11/29/2023