



Frequently Asked Questions

- 1. I'm not sure who I need to talk with about a fire related issue, who should I reach out to?**
 - a) Email your question or concern to the following email address: FIRE-Marshall@pbc.gov or call 561.616.7030.
- 2. How do I schedule a fire-related construction inspection?**
 - a) Unincorporated Palm Beach County – schedule online via ePZB Portal: www.pbc.gov/epzb
 - b) Local Contracted Municipalities – call the Plan Review / New Construction office 561.233.0050.
- 3. How do I find out the requirements for submitting fire system plans for permitting?**
 - a) Call the Plan Review / New Construction office 561.233.0050.
- 4. How do I schedule a Business Tax Receipt “BTR” inspection?**
 - a) Call 561.531.3521 or email FIRE-BTR@pbc.gov
- 5. How do I get information on the closest fire station for insurance purposes?**
 - a) You may request a letter that states the ISO rating of the address provided. This is determined by distance from the responding Fire Station. A fee of \$25 applies. See “Insurance Verification” in the “Quick Links” section of the Home Page. Call 561.233.0066 if you have additional questions.
- 6. What is the difference between a hydrant flow test and a hydrant final?**
 - a) A hydrant flow test is requested to determine the water supply of a water distribution system, using existing hydrants.
 - b) A hydrant final is requested to finalize newly installed hydrants & must be requested by the Engineer of Record (EOR).
- 7. How do I report a possible fire code violation?**
 - a) Call Inspections office 561.616.7030
- 8. Where can I direct my fire-related questions to opening an Assisted Living Facility or Family Day Care?**
 - a) Email questions and CLF Packet submittals to FIRE-CLF@pbc.gov
- 9. What fire codes are being enforced in your jurisdiction?**
 - a) The 8th Edition of the Florida Fire Prevention Code FFPC” and the Palm Beach County Local Amendments to the FFPC.
- 10. How do I schedule an Annual Fire Inspection?**
 - a) Call Inspections office 561.616.7030
- 11. How do I schedule a birthday party at our local Fire Station or a Fire Engine to drive by my home for my child's birthday?**
 - a) Call Public Education office 561.616.7033
- 12. How do I schedule a car seat installation check? Do you offer babysitting classes?**
 - a) Call Public Education office 561.616.7033
- 13. Do you offer American Red Cross CPR certification classes?**
 - a) No. We teach hands-only CPR. To schedule a class, call Public Education 561.616.7033
- 14. What is the process for permitting a fireworks presentation?**
 - a) Click on the Inspections Page to find fireworks applications.
- 15. Does my Mobile Food Truck require an inspection?**
 - a) Yes. ALL Mobile Food Trucks require an Annual Safety Inspection. To schedule, visit the Inspections Page and click on the Food Trucks icon.
- 16. What are the requirements for conducting a Fire Watch?**
 - a) Conduct and document required periodic patrols of the entire property (every 15 minutes for residential and assembly occupancies and 30 minutes all other occupancies). Fire Watch is to be conducted 24-hours per day until such time as the Fire Marshal approves termination.