Fire – Application – Blasting

Follow the instructions below for creating a **Blasting Fire Prevention Code Permit** in PLUS. The steps below review the application process from beginning to end.

Sections of this document
Required Information
Locate Application
Create Application

Required Information
- A registered account

Locate Application

1. Login to **PLUS** using your registered email address and password
2. Click **Fire** module tab
3. Click **Create an Application**
4. **Check the box** to indicate you have read and accepted the terms

5. Expand the **Operational – Fire Prevention Code Permits (FPCP) dropdown menu** on the Select a Record Type screen

6. Select the option for **Blasting**
7. Continue Application

Create Application

1. Complete Step 1: Location and People
2. To fill in a location, use either the Project Address or Parcel information boxes:
   a. To search for an address using Project Address, type address information into the text boxes and click **Search**. Addresses containing the corresponding information will be displayed.
   b. To search for an address using a Parcel ID, type the Parcel ID number in the textbox and click **Search.** The Project Address information corresponding to that Parcel ID will be auto filled.

3. Owner information will be auto populated based on the Location provided

4. Continue Application

5. Complete additional location details if applicable
6. Continue Application

7. Fill in information for Applicant, Billing Contact, and Certified Blaster
8. Use the **Search** button to search for saved contacts on the account OR use the **Add New** button to insert a new contact in PLUS

Home	Building	Enforcement	Environmental Health	Fire	Planning	Site	Zoning	Proffer

| Create an Application | Search Applications | Schedule an Inspection |

Blasting

1. Location and People	2. Application Detail	3. Documents	4. Review	5. Pay Fees	6

Step 1: Location and People > Contacts

indicates a required field.

Applicant

To add a contact, click either Select from Account or Add New button. Select from Account allows you to load an existing contact from your account, and Add New allows you to enter details for a new contact. After a contact is added, you can select the Edit link to update the listed contact.

[Select from Account] [Add New]

Billing Contact

To add a contact, click either Select from Account or Add New button. Select from Account allows you to load an existing contact from your account, and Add New allows you to enter details for a new contact. After a contact is added, you can select the Edit link to update the listed contact.

[Select from Account] [Add New]

Certified Blaster

To add a contact, click either Select from Account or Add New button. Select from Account allows you to load an existing contact from your account, and Add New allows you to enter details for a new contact. After a contact is added, you can select the Edit link to update the listed contact.

[Select from Account] [Add New]

9. If applicable, fill out the Designated Individual (this section is optional)
10. Use the **Search** button to select a saved contact from the account OR use the **Add New** button to insert a new contact in PLUS
11. Click Continue Application

Designated Individual

To add a contact, click either Select from Account or Add New button. Select from Account allows you to load an existing contact from your account, and Add New allows you to enter details for a new contact. After a contact is added, you can select the Edit link to update the listed contact.

[Select from Account] [Add New]

[Save And Resume Later]   [Continue Application »]

12. Complete Step 2: Application Details
13. Fill out the **Project Scope**

Home	Building	Enforcement	Environmental Health	Fire	Planning	Site	Zoning	Proffer

Create an Application   Search Applications   Schedule an Inspection

Blasting

1 Location and People	2. Application Detail	3. Documents	4. Review	5. Pay Fees	6

Step 2: Application Detail > Application Information

*indicates a required field.

Project Scope

This will describe the scope of your project. It may be updated by county staff to include all necessary details.

* Project Name:

* Project Description:

14. Answer the questions in **General Information**
15. Continue Application

General Information

FPCP License Number: ⓘ   FPCP-20YY-NNNN

* A pre-blast survey shall be performed on each structure located within a minimum of 150 feet and any well located within a minimum of 250 feet of the blast site. Based on this, will the blasting site's location require a pre-blast survey?:   ○ Yes ○ No

* A Site Layout and Blaster Certification will be required with submission. Will there be any additional supporting documentation to be attached?:   ○ Yes ○ No

Save And Resume Later   Continue Application »

16. Complete Step 3: Documents
17. Attach any documents required by PLUS
18. Continue Application

Home	Building	Enforcement	Environmental Health	Fire	Planning	Site	Zoning	Proffer

Create an Application   Search Applications   Schedule an Inspection

Blasting

1 Location and People	2 Application Detail	3. Documents	4. Review	5. Pay Fees	6

Step 3 : Documents > Documents

* indicates a required field.

Attachments

The maximum file size allowed is **1000 MB**.
.bat;.com;.exe;.heic;.heic;.htm;.html;.webarchive;ade;adp;chm;cmd;cpl;hta;ins;isp;jar;js;jse;lib;lnk;mde;msc;msp;mst;php;pif;scr;sct;shb;sys;vb;vbe;vbs;vxd;wsc;wsf;wsh
are disallowed file types to upload.

* **Required Documents**
1. Blaster Certification   [Add]
2. Site Layout   [Add]

[Save And Resume Later]   [Continue Application »]

19. Complete Step 4: Review
20. Review all application information is correct
21. Scroll to the bottom of the page and Certify application
22. Click Continue Application

Home	Building	Enforcement	Environmental Health	Fire	Planning	Site	Zoning	Proffer

Create an Application   Search Applications   Schedule an Inspection

Blasting

1	2 Application Detail	3 Documents	4. Review	5. Pay Fees	6. Record Issuance

Step 4 : Review

[Save and resume later]   [Continue Application »]

Please review all information below. Click the "Edit" buttons to make changes to sections or "Continue Application" to move on.

Record Type

Blasting

I certify that the statements made are true, complete, and correct and that no material information has been omitted. By checking the box below, I understand and agree that I am electronically signing and filing this application.

☐ By checking this box, I agree to the above certification.   Date:

Save and resume later   **Continue Application »**

23. Step 5: A confirmation screen will verify that your application was submitted and a record number is provided

| Home | Building | Enforcement | Environmental Health | Fire | Planning | Site | Zoning | Proffer |

Create an Application   Search Applications   Schedule an Inspection

| 1. | Select item to pay | 2. | Payment information | 3. | Receipt/Record Submittal |

Step 3: Receipt/Record Submittal

Confirmation

✓ Thank you for using our online services for your submission. A confirmation email will follow.

24. Once your plans have been reviewed and approved, you will receive notice to make payment in the PLUS portal