



County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods, and diverse communities of Fairfax County

July 14, 2022

As a current or new record holder with the Office of the Fire Marshal in the new Planning and Land Use System (PLUS) database, we want to welcome you to this new online tool. PLUS is our online portal that allows you to apply for permits, manage the plan review process, track the status of your application, update information, upload documents, pay fees, and request inspections.

We ask that you act on two items as soon as possible; to access your information and to receive communications from the system regarding your inspections and renewals. For example:

1. Register for a User Account in PLUS (if you are not already a registered user). If you are already a registered user, proceed to Step 2.

- Register at: <https://plus.fairfaxcounty.gov>.
- Click on 'Register for an Account' on the upper right of the page

2. Create an Application which will link your active records to your user account by using the unique PIN information provided.

- Login to PLUS
- Click on the Fire tab
- Click on Create an Application
- Accept disclaimer and click Continue Application
- Select a Record Type by clicking on Registration on the menu and then selecting Fire Registration, click continue Application
- Add row(s) to then enter the Record Number and PIN (referenced below) for each record you wish to link to your user account. Once finished, click Submit (multiple record numbers and PINs can be entered)
- Obtain your Record Number and PIN by contacting the Office of the Fire Marshal at 703-246-4803
- Click Continue Application
- Review the information recorded for submission and click Continue Application to submit

For further information, instructional videos as well as a Help Article for a Fire Registration Application are available at: <https://www.fairfaxcounty.gov/plan2build/>.

The Office of the Fire Marshal will host a live Webinar on August 3, 2022, from 11:30 a.m. to 12:15 p.m., please attend this virtual session and learn how to create and link a PLUS account.

- Access the Webinar at: <https://plus.fairfaxcounty.gov>.
- Scroll down to Webinar Wednesdays
- Click on the August 3, Webinar event

Thank you for your prompt attention to these two items that will allow the Office of the Fire Marshal to better serve you.

If you have any questions, please call the Office of the Fire Marshal at 703-246-4803 between the hours of 7:30 a.m. to 3:30 p.m. Eastern Standard Time, Monday - Friday with the exception of all County observed holidays. If you prefer, you can email us at fire.RevenueFPCP@fairfaxcounty.gov.

Thank you,

Office of the Fire Marshal

