

# Bullhead City Fire Department

"Committed to Our Community"

1230 HIGHWAY 95 • BULLHEAD CITY, AZ 86429 • 928-754-2001

January 11, 2018

Dear Contractors,

Effective Monday, January 22, 2018, the Bullhead City Fire Department will only accept plan reviews through PDF submittal. This includes all types of plan submittals. You may either submit the PDF via email to [planreview@bullheadfire.org](mailto:planreview@bullheadfire.org) or via jump drive that you deliver to Fire Station #2, 1230 Hwy 95, Bullhead City, AZ 86429.


This process is designed to make it more efficient, cost effective, and simpler for the developer. It will also aid in reducing the use of paper products and be more environmentally friendly.

The approved application form found on-line at [www.bullheadfire.org](http://www.bullheadfire.org) will still be utilized and shall be submitted with the plans via PDF. Payment for the plan review may be made in cash or check, and in the near future by credit card. Once credit card payments are allowed, they will be accepted in person or over the phone.

The standard review time will continue to be 14 days, but we will add to this, 14 days from date of payment. If you send the review via PDF, the review time of 14 days will not begin until the date we receive payment. We are currently working diligently so we can receive credit card payments very soon.

We anticipate this new process will benefit all involved and look forward to this being a very successful and easy process. If you have any questions, please contact me at 928-754-2001.

Yours for better fire prevention,



Jim Dykens, Fire Marshal  
Bullhead City Fire Department

Cc: Building Department