

2.17 Submittal Guidelines for Cannabis and Plant Cultivation Facilities (2025)

Reference: 2025 San Francisco Fire Code (SFFC) Sections 916, 5001, 5307, Chapters 50, 55, 57, 58

Purpose: The purpose of developing comprehensive guidelines is to provide consistent methods to assist designers and engineers in the submittal requirements for review by the San Francisco Fire Department (SFFD) for all cannabis and plant growth cultivation facilities and operations. This information is not intended to be a complete list of all required information. The items below are highlighted for use as a guideline when submitting plans for review by SFFD, as they are not typical review items with Tenant Improvement, Change of Use, and MEP plans. Additional information may be required if regulated elsewhere in the applicable provisions of the SFFC, San Francisco Building Code (SFBC), or as sanctioned by the California State Fire Marshal.

Scope: The guidelines in this administrative bulletin shall apply to all cannabis and plant growth cultivation facilities and operations in the City and County of San Francisco. All plans relating to these uses and occupancies shall be reviewed on an intake/in-house (submittal) basis only. These facilities shall be considered by the SFFD as F-1 Occupancy group per the 2025 CBC.

This review is not part of the over the counter plan review service provided by the SFFD. Plans will be reviewed in the order they are received. Designers and Engineers are encouraged to submit plans as far in advance as possible to avoid any costly changes in the later stages of a project.

I. GENERAL REQUIREMENTS

For any of the following items, a building permit is required to be filed through San Francisco Department of Building Inspection (SFDBI) for review by SFFD. The following items must be included on the plans:

1. **Scale and Documentation:** When permit plans are submitted for cannabis and plant cultivation facilities, the plans shall be drawn to an indicated scale (not smaller than 1/8" = 1') with a graphic scale indication. All fonts on all sheets shall be a minimum 1/8" font size. All plans shall be of uniform size (11" x 17" minimum), with a plan of each floor. Plans must be clear with legible text and symbols so they could be electronically scanned. For Electronic Plan Review (EPR) via Bluebeam: The applicant shall follow all DBI specific requirements for EPR submission and shall provide all the required information included in this section in electronic format. The requirements of this bulletin shall apply to both paper plans and EPR submittals.
2. **Hazardous Materials Management Plan and Inventory Statement.** All plans shall include a Hazardous Materials Management Plan and a Hazardous Materials Inventory Statement per SFFC 5001.5. If no hazardous materials will be used or stored, this declaration shall be clearly made on the cover of the plans submittals. A letter containing a statement of competency and experience shall be signed/stamped by a Certified Industrial Hygienist or a Professional Engineer with relevant knowledge of hazardous materials safety.
 - A. **Hazardous Materials Management Plan (HMMP).** The HMMP shall include information per SFFC 5001.5.1 and the following:
 - (1) Each storage and use area shall include the names of chemicals to be used, and quantities.
 - (2) Name of the trained Fire Department Liaison and contact information.

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- (3) Container unit size, type, and material when in use or being handled.
- (4) Label locations/areas where heat applications take place.

B. **Hazardous Materials Inventory Statement (HMIS).** The HMIS shall include information per SFFC 5001.5.2 and the following:

- (1) Provide locations where the material is stored/used, and which control area.
- (2) For each control area, provide an aggregate tabulation showing whether each control area exceeds Maximum Allowable Quantities (MAQs) or not.
- (3) Identify whether or not a physical hazard exists per SFFC 5001.2.2.1.

3. **Equipment List/Schedule.** Provide an equipment listing and schedule.

4. **Plan Clarifications.** Plans shall clarify the following information:

- A. **Heating Methods.** Clarify what, if any, heating methods are to be used. Plans should clearly show how warmth/heating will be achieved for cultivation of plant growth.
- B. **Equipment.** Clarify if there is any fuel fired heating or boiler equipment, use of electrical, natural gas, or any oil-burning equipment.

5. **Prohibited Items.** The following information shall apply for prohibited items:

- A. **Storage.** No storage is allowed in corridors.
- B. **No Propane.** Use of propane as a fuel source to produce carbon dioxide is not allowed.

6. **Sprinkler System Design.** Sprinkler system minimum design shall be Ordinary Hazard Group 2 for the entire cultivation facility. The design may be increased depending on Hazardous Materials use/storage quantities, miscellaneous and high-piled storage conditions.

7. **Code References.** The following information shall apply for additional code to refer:

- A. **General.** Refer to 2025 SFFC 603, 2018 NFPA 37, 2018 NFPA 54, 2025 California Mechanical Code and California Plumbing Code for additional information.
- B. **Fuel Fired Appliances.** All fuel fired appliances shall comply with 2025 SFFC 603 and the 2025 California Mechanical Code (CMC).
- C. **Electrical Equipment Wiring and Hazards.** All electrical equipment wiring and hazards must comply with 2025 SFFC 604 and 2025 California Electrical Code (CEC).

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II. CONSTRUCTION / BUILDING PERMIT REQUIREMENTS

The following items includes information for (1) Hazardous Materials, (2) Compressed Gases, (3) Cryogenic Fluids, (4) Flammable and Combustible Liquids, and (5) Gas Detection Systems:

1. **Hazardous Materials.** The following information shall apply for hazardous materials for amounts greater than CFC Table 105.5.22:
 - A. **Changes to Facility.** A construction/building permit is required to install, repair damage to, abandon, remove, place temporarily out of service, or close or substantially modify a storage facility or other area regulated by Chapter 50.
 - B. **Scope of Work and Verbiage.** Scope of work on the cover page of plans submittals shall clearly state this information. The SFDBI permit application form shall also include the term "hazardous materials", the material name(s), and quantities for SFFD review. If on an addenda schedule, this must be included in one of the addendum titles. Identify the quantity and material name(s) to be used/stored in the permit application scope of work.
 - C. **Other Information and Details.** Plan submittals shall include specific information and details per CFC Chapter 50 and respective chapters relevant to the material being used/stored, and its form.
2. **Compressed Gases.** The following information shall apply for compressed gases for amounts greater than CFC Table 105.5.9:
 - A. **Changes to System.** A construction/building permit is required to install, repair damage to, abandon, remove, place temporarily out of service, or close or substantially modify a compressed gas system.
 - B. **Scope of Work and Verbiage.** Scope of work on the cover page of plans submittals shall clearly state this information. The SFDBI permit application form shall also include the term "compressed gas" and/or "compressed gas piping" for SFFD review. If on an addenda schedule, this must be included in one of the addendum titles. Identify the quantity and material name(s) to be used/stored in the permit application scope of work.
 - C. **Other Information and Details.** Plan submittals shall include specific information and details per CFC Section 5307 - Compressed Gases Not Otherwise Regulated, and, if applicable, 2025 CFC Section 916 - Gas Detection Systems.
3. **Cryogenic Fluids.** The following information shall apply for cryogenic fluids for amounts greater than CFC Table 105.5.11:
 - A. **Changes to System.** A construction/building permit is required for installation of or alteration to outdoor stationary cryogenic fluid storage systems.
 - B. **Scope of Work and Verbiage.** Scope of work on the cover page of plans submittals shall clearly state this information. The SFDBI permit application form shall also include the term "cryogenic fluid" and/or "cryogenic fluid/gas piping" for SFFD review. If on an addenda schedule, this must be included in one of the addendum titles. Identify the quantity and material names(s) to be used/stored in the permit application scope of work.
 - C. **Other information and Details.** Plans submittals shall include specific information and details per CFC Chapters 55 and 58.

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4. **Flammable and Combustible Liquids.** The following information shall apply for flammable and combustible liquids:
 - A. **Changes to Tank.** A construction/building permit is required to install, alter, remove, abandon or otherwise dispose of a flammable or combustible liquid tank.
 - B. **Scope of Work and Verbiage.** Scope of work on the cover page of plans submittals shall clearly state this information. The SFDBI permit application form shall also include the term “flammable liquid”, “combustible liquid”, and/or “flammable/combustible liquid tank” for SFFD review. If on an addenda schedule, this must be included in one of the addendum titles. Identify the quantity and material names(s) to be used/stored in the permit application scope of work.
 - C. **Other information and Details.** Plans submittals shall include specific information and details per CFC Chapter 57.
5. **Gas Detection Systems.** The following information shall apply for gas detection systems:
 - A. **Changes to System.** A construction/building permit is required for installation of or modification to gas detection systems.
 - B. **Scope of Work and Verbiage.** Scope of work on the cover page of plans submittals shall clearly state this information. The SFDBI permit application form shall also include the term “Gas Detection System per CFC Section 916” for SFFD review. If on an addenda schedule, this must be included in one of the addendum titles.
 - C. **Other information and Details.** Plans submittals shall include specific information and details per CFC Section 916.

III. SFFD OPERATIONAL PERMIT REQUIREMENTS

1. **Operational Permit Required.** Operational permits may be required including:
 - A. Hazardous Materials.
 - B. Compressed Gases.
 - C. Cryogenic Fluids.
 - D. Flammable and Combustible Liquids.
 - E. Industrial Ovens.
 - F. LP-Gas System.
 - G. Plant Extraction System.
 - H. Indoor Cannabis Cultivation.
 - I. High-Piled Storage.
 - J. Miscellaneous Combustible Storage.
2. **Other Information and Contact.** Please review SFFC 105.6 for detailed requirements. A copy of the approved plans reviewed by SFFD Plan Check and issued by SFDBI may be required for reference in order to apply for issuance of SFFD Operational Permits. Please contact the SFFD Permit Center at (628) 652-3260 for more information.