



HENRY COUNTY FIRE DEPARTMENT



664 INDUSTRIAL BLVD.
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Requirements of Henry County Fire Department Fire, Safety and Accessibility Permits

This office will approve the fire, safety, and accessibility requirements on the plan review and inspections for all incorporated and unincorporated areas of the county with the exception of the City of McDonough.

The following apply to Multi-family, Commercial, and Industrial Construction:

Show the following information on the site plan:

1. Water main size and hydrant locations (new and existing) to meet Code of Henry County County, Sec. 3-4-105.
2. Layout of the building and parking lot to meet the Georgia Accessibility Code 120-3-10.
3. 2003 International Fire Code, Sec. 503.2.1 Access to Building by Fire Apparatus.

On approval, one set of building plans will be placed in the Fire Department records and the other sets sent back to the Henry County Building Department, and one set will be picked up by the Contractor to be kept on the job site.

Henry County Fire Department and Building Department will coordinate plan reviews and inspections together.

Certain buildings and structures, because of their use, may require plan approval by the State Fire Marshal before the Fire Department will review and issue a permit.

In order to properly evaluate the code requirements for warehouse facilities we require a statement from the owner of the building providing details of the nature of the material stored, method of storage, amount stored and stack height.

Unless a more restrictive code section applies, residential occupancies up to and including four stories in height, with the exception of one and two family dwellings, shall be provided with a fire sprinkler system designed and installed in accordance with the NFP 13R.

All revisions to the plans must be approved before the structure is started.

A complete set of Fire Department approved plans and specifications shall be maintained on the construction site at all times.

The Fire Department Fee system for inspections and plan reviews.

Plan Review and Construction Fees:

- Buildings less than or equal to 10,000 square foot gross floor area - \$100.00
- Buildings over 10,000 square foot gross floor area - \$0.015 per square foot.



NOTE:

Inspection Fees – 80% (cover up), 100%, first re-inspection, and Certificate of Occupancy are covered under the construction permit with no additional charges.

Subsequent re-inspection fees are as follows:

Second Re-Inspection	\$50.00
Third Re-Inspection	\$100.00
Fourth Re-Inspection	\$200.00

Fee for Special Event Inspection \$50.00

A commercial burning permit is required for clearing of construction sites, construction of roads, land clearing, and etc. by County Code, Sec. 3-4-113. This can be picked up at Henry County Fire Department, 664 Industrial Boulevard, McDonough, Georgia, fee \$100.00

All plans must show the following:

1. Cover Sheet – Giving all general information.
2. Georgia Accessibility Sheet – Showing all handicap areas by code.
3. HVAC or Mechanical Sheet – Showing all HVAC units and ducts.
4. Electrical Sheet – Showing all electrical, exit signs, and emergency lighting.
5. Plumbing Sheet – Showing all plumbing and pipes.
6. Building Sheet – Showing all walls, windows, and door (if rated please show).

NOTE – Attached is Certificate on the Georgia Accessibility Code that must be filled out and signed. Turn in with the plans for approval.



Purpose of Permit:	
<input type="checkbox"/>	Shell Only
<input type="checkbox"/>	Complete Structure for C. C.
<input type="checkbox"/>	Complete Structure for C.O
<input type="checkbox"/>	Vanilla Box (Int. Fin./ No Tenant)
<input type="checkbox"/>	Interior Finish for Leased Tenant
<input type="checkbox"/>	Other

Dept: _____ Due: _____

LOCUST GROVE COMMERCIAL BUILDING PERMIT ROUTING SHEET

Project Name: _____
 Project Address: _____
 City: _____ Zip Code: _____
 Type of Business: _____
 Permit Owner: _____ Ph#: _____
 Address: _____
 Contact Person: _____ Ph #: _____
 Alternate Person: _____ Ph #: _____
 Submitter's Signature: _____ Submitter's Title: _____

Office Use Only From This Point Forward:

Plans Received For Review: _____ Plans Sent to Fire Marshall: _____
 Plans Returned From Fire Marshall: _____ Resubmittal Required: Yes No
 Building Department Resubmittal Required: Yes No
 Resubmittal Date: _____ Sealed Structural Plans Required: Yes No
 Occupancy: A B E F H I M R S Misc.
 Type of Construction: I II III IV V 1-Hr (A) Unp. (B)
 Size of Structure: _____ Valuation Per Sq. Ft.: _____ Est. Valuation: _____
 Permit Cost: _____ Plan Review Fee (50% of permit cost) _____
 Type of Payment: check _____ cash _____ Amount Paid: _____ Rec'd by: _____
 Fire Safety & Accessibility Fee: \$ _____ Fire Department Occupancy No.: # _____
 Development Permit Req'd: Yes No Dev. Permit #: _____ Date: _____
 Sewer Tap Fee Required: Yes No L.L.: _____ Dist: _____
 Water Tap Fee Required: Yes No Parcel ID # _____
 Septic Tank Permit Req'd? Yes No Zoning: _____
 Pre-Construction Meeting Req'd? Yes No Zoning Approval & Date: _____
SET BACKS PER ZONING: FRONT _____ REAR _____ LEFT _____ RIGHT _____

Comments: _____

Building Impact Fee Cost: _____ How Paid: _____
 Building Dept. Staff Signature: _____
 Date Signed: _____



BUILDING PERMIT

New Structures
Additions
Remodels
Rebuilds/Repairs
Accessory Structures

APPLICATION PACKAGE

If the work described in any building permit is not begun within six (6) months from the date of issuance thereof, said permit shall expire and shall become void. Construction is said to have commenced at the time when the initial inspection is made prior to installation of the foundation system. Once construction is under way, a discontinuation for a period of excess of twelve (12) months shall result in cancellation of the building permit.



Application for BUILDING Permit

Permit # _____ Date: _____

STRUCTURE to be Built (please check one)

New Residence _____ Plan Name _____ Commercial _____

Electric _____ H V A C _____ Plumbing _____

Addition to Res. _____ Barn _____ Garage / Carport _____ Storage Bldg _____

Heated Square Footage _____ Total Square Footage _____
(Includes Attached Garage, Bonus Room, Basement, Porches, etc. All Under-Roof Space)

BUILDER

Builder: _____
State License: _____
Business Name: _____
Occupational Tax #: _____
Street Address _____
City / State: _____
Zip Code: _____
Telephone _____

OWNER

Owner: _____
Full Address: _____
City / State: _____
Zip Code _____
Telephone _____
24 Hour Contact: _____
Phone _____

SITE INFORMATION

Street Address: _____ Subdivision: _____
Lot #: _____ Zip Code: _____
Lot Size: _____ Zoning: _____ District: _____
Land Lot 1: _____ Land Lot 2: _____ DOT Permit # (drive-cut): _____

It is unlawful to occupy a structure **without a Certificate of Occupancy which will be issued following final building inspection.*

Date: _____ Permit Fee: _____ Receipt for development impact fee: _____

Check # _____ Credit Card# _____ Cash _____ Receipt for water/sewer fees: _____

Applicant _____
(Please Print or Type)

Applicant's Signature _____



Application for Building Permit --STRUCTURE SPECIFICS

SETBACK *Front* _____ Ft (*R*) *Side* _____ Ft (*L*) *Side* _____ Ft *Rear* _____ Ft *Zoned* _____

BUILDING Estimated Construction Cost (Materials) \$ _____

Length of Structure _____ Width _____ Number of Units _____

Stories _____ Rooms _____ Baths _____ Fireplaces _____

(*Staircase to upper level denotes 2nd story)

Ext. Elevation **Front** _____ (*R*) **Side** _____ (*L*) **Side** _____ **Rear** _____
(Brick, Stucco, cement fiberboard, vinyl)

BASEMENT

- Full- II
- Partial
- Crawl-I
- None

BSMT STATUS

- Finished
- Unfinished

GARAGE

- Attached
- Detached

DECK

- Yes
- No

SUNROOM

- Yes
- No

SCREENED PORCH

- Yes
- No

BONUS ROOM

- Finished
- Unfinished

WASTE DISPOSAL

- Septic Tank
- Sewer

WATER SOURCE

- Public
- Well
- Private

FOOTING

- Plain Concrete
- Mono Pour - III
- Other _____

FOUNDATION WALLS

- Plain Concrete
- Concrete Block – IV
- Other _____

FLOORS

- Wood Joists
- Flat Slab
- Metal

ROOF

- Wood Rafters
- Wood Truss
- Concrete Block

PARTITIONS

- Wood
- Drywall

FINISHED FLOOR

- Carpet
- Cement
- Wood
- Vinyl
- Ceramic Tile

WINDOW SASH

- Wood Insulation
- Metal Insulation
- Vinyl Insulation
- Wood
- Metal

CHIMINEY

- Pre-Fab
- Brick
- Stone

EXTERIOR WALL

- Brick
- Brick/Wood
- Concrete Block
- Metal
- Brick / Masonite
- Wood
- Masonite
- Brick / Stucco
- Brick / Vinyl
- Stucco

- Cement FiberBoard
- Glass/Metal
- Metal / Block
- Vinyl Siding

ROOFING

- Composition
- Metal
- Wood
- Other _____

ELECTRICITY

- GA Power
- EMC

HEATING

- LP Gas
- Natural Gas
- Electric
- Geo-Thermo

PLUMBING

- Yes
- No



PLUMBING PERMIT AFFIDAVIT

Applicant hereby applies for a plumbing permit associated with:

PERMIT #: _____

JOB SITE: _____

LOT #: _____

SUBDIVISION: _____

BUILDER: _____

The undersigned states the following to be true:

Plumbing Sub-Contractor
License Holder: _____

Business Name: _____

Georgia State License: # _____

Phone: # _____

(Please Print or Type)

(License Holder Signature)

(SEAL)

Sworn before me and subscribed
in my presence this _____ day
of _____ 20 _____

Notary



ELECTRICAL PERMIT AFFIDAVIT

Applicant hereby applies for an electrical permit associated with:

PERMIT #: _____

JOB SITE: _____

LOT #: _____

S/D: _____

BUILDER: _____

The undersigned states the following to be true:

Electrical Sub-Contractor License Holder _____

Business Name: _____

Georgia State License # _____

Phone# _____

(Please Print or Type)

(License Holder Signature)

(SEAL)

Sworn before me and subscribed
in my presence this _____ day
of _____ 20 _____

Notary



HVAC PERMIT AFFIDAVIT

Applicant hereby applies for an H.V.A.C permit associated with:

PERMIT #: _____

JOB SITE: _____

LOT #: _____

S/D: _____

BUILDER: _____

The undersigned states the following to be true:

H.V.A.C Sub-Contractor
License Holder _____

Business Name _____

Georgia State License # _____

Phone # _____

(Please Print or Type)

(License Holder Signature)

(SEAL)

Sworn before me and subscribed
in my presence this _____ day
of _____ 20 _____

Notary



LOW VOLTAGE PERMIT AFFIDAVIT

Applicant hereby applies for a low voltage permit associated with:

PERMIT #: _____

JOB SITE: _____

LOT #: _____

S/D: _____

BUILDER: _____

The undersigned states the following to be true:

Electrical/Low Voltage Sub-Contractor
License Holder: _____

Business Name: _____

Georgia State License: # _____

Phone # _____

(Please Print or Type)

(License Holder Signature)

(SEAL)

Sworn before me and subscribed
in my presence this _____ day
of _____ 20____

Notary



FIRE SPRINKLER PERMIT AFFIDAVIT

Applicant hereby applies for a FIRE SPRINKLER permit associated with:

MASTER PERMIT #: _____

JOB SITE: _____

LOT #: _____

S/D: _____

BUILDER: _____

The undersigned states the following to be true:

License Holder: _____

Business Name: _____

Georgia State License # _____

Phone # _____

(Please Print or Type)

(License Holder Signature)

(SEAL)

Sworn before me and subscribed
in my presence this _____ day
of _____ 20_____

Notary