



City of Locust Grove, Georgia
Community Development Department

FIRE ALARM PERMIT INFORMATION

To Whom It May Concern:

Attached are the forms you need in order to submit fire alarm plans to the Locust Grove Community Development Department for review.

The following information is required:

- 4 sets of fire alarm drawings with battery calculations
- A completed Specialized Permit Application for a fire alarm permit (low-voltage)
- A complete Commercial Building Permit Routing Sheet
- A copy of the contractor's state card
- A copy of the contractor's driver's license
- A copy of the contractor's business license
- Fee will be \$100 (\$50 permit; \$50 plan review) – note that the Fire Marshal's Office may require additional fees as well.

Typically, the review process will take 8-10 working days once the plans have been properly submitted. Please contact the Community Development Department at 770.692.2321 if you have any questions.



SPECIALIZED PERMIT APPLICATION

MASTER PERMIT # -- _____

PERMIT # -- _____

Building/Site Address: _____

Contractor/Applicant's Name: _____

Contractor/Applicant's Address: _____

Contractor/Applicant's Phone: _____ Email: _____

Owner's Name: _____

Owner's Address: _____

Owner's Phone: _____

Estimated Cost of Construction: _____ Total Square Footage: _____

PROJECT TYPE	FEE PER TRADE	CHECK ALL THAT APPLY
Temporary Service Pole	\$35.00	
Demolition Permit	\$65.00	
*Swimming Pool Permit (inground)	\$250.00	
*Swimming Pool Permit (above ground)	\$125.00	
Utility Release (power and/or gas)	\$65.00	
*Fire Sprinkler Permit	\$50.00	
*Fire Alarm Permit	\$50.00	
Fire Damage – preliminary inspection	\$50.00	
*Move-In Structure – preliminary insp.	\$50.00	
*Move-In Structure – building permit	\$250.00	
*Construction Trailer Permit	\$100.00 plus applicable trade permits	
*Detached Accessory Structures – Residential	Minimum \$50.00 or \$0.15 per square foot, whichever is greater, plus applicable trade permits	
*Detached Accessory Structures – Commercial	Minimum \$50.00, \$0.15 per square foot, or building valuation, whichever is greater, plus applicable trade permits	
Low-Voltage Permit	\$50.00	
*Change in Tenancy	\$50.00	

***MUST SUBMIT PLANS**

Signature: _____

Date: _____

Dept: _____

Due: _____

Purpose of Permit:

- ___ Shell Only
- ___ Complete Structure for C. C.
- ___ Complete Structure for C.O
- ___ Vanilla Box (Int. Fin./ No Tenant)
- ___ Interior Finish for Leased Tenant
- ___ Other

LOCUST GROVE COMMERCIAL BUILDING PERMIT ROUTING SHEET

Project Name: _____
 Project Address: _____
 City: _____ Zip Code: _____
 Type of Business: _____
 Permit Owner: _____ Ph#: _____
 Address: _____ Ph#: _____
 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. FL: _____ Est. Valuation: _____
 Permit Cost: _____ Plan Review Fee (25% 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: _____