

City of Douglasville
Building Permit Application
Commercial

Application Number: _____

Building Permit: _____

Date: _____

Project Name: _____

Location: _____

Land Lot: _____ District: ___ Section _____ Parcel _____ Zoning _____

Property Size _____ Setbacks: Front _____ Side _____ Rear _____

Subdivision Name _____ Lot _____

Historic District

Project Type

New Structure _____, Shell _____, Multi-Family _____, Addition _____, Remodel _____,

Interior Finish _____, Manufactured _____, Modular _____, Other _____

Sprinkled _____ Building Height _____ Square Footage _____

Estimated Cost _____

Property Owner

General Contractor

(Name)

(Name)

(Address)

(Address)

(Telephone)

(Telephone)

Architect/ Engineer

(Name)

(Address)

(Telephone)

Signature

Sign- Off

1) Planning and Zoning _____

2) Community Development _____

3) Engineering _____

4) Building/ Fire Safety _____

Construction Type

___ Unprotected ___ Protected ___ Sprinkled

___ Occupancy type _____ Occupancy Load

Please attach a copy of any Zoning Stipulations or Variances associated with this project.

PLANS TRANSMITTAL LETTER

ENGINEERING AND INSPECTIONS
DIVISION
TELEPHONE: 678-715-6070 FAX: 770-947-5906
www.ci.douglasville.ga.us

CITY OF DOUGLASVILLE
6695 CHURCH STREET
DOUGLASVILLE, GEORGIA 30134

Please Fill Out the following COMPLETELY: DATE: _____
TYPE OF PLANS : _____ FULL SET _____ ADDENDUM _____ ARCHITECTURAL _____ HVAC
_____ PLUMBING _____ ELECTRICAL _____ FIRE PROTECTION _____ CIVIL

FACILITY NAME: _____ NEW _____ EXISTING _____
PROJECT NAME: _____ PHONE: _____
STREET ADDRESS (Physical Location): _____
LAND LOT _____ DISTRICT _____ SECTION _____ PARCEL _____

TYPE OF OCCUPANCY (PER LSC): _____ ASSEMBLY _____ AMBULATORY HEALTH _____ COLLEGE
_____ DAY CARE _____ EDUCATION _____ HOSPITAL _____ INDUSTRIAL
_____ INSTITUTION _____ MERCANTILE _____ NURSING HOME _____ OFFICE
_____ PERSONAL CARE _____ STORAGE _____ RESIDENTIAL _____ OTHER

OWNER: _____ Phone: _____
Address: _____ Email Address: _____
City: _____ State: _____ Zip: _____

ARCHITECT/ENGINEER: _____ Phone: _____
Georgia Registration Number: _____ Email Address: _____
Address: _____
City: _____ State: _____ Zip: _____
Contact Person: _____ Phone: _____

TYPE OF SUBMISSION: How many copies? Write number in blanks below: (Minimum 2 sets of prints required)
_____ BLUEPRINTS _____ SPECIFICATIONS

PURPOSE OF SUBMISSION: _____ PERMIT _____ PRELIMINARY _____ INFORMATION ONLY
_____ REVIEW/APPROVAL _____ RESUBMISSION _____ OTHER: _____

AMOUNT OF REVIEW FEE INCLUDED: \$ _____

SQUARE FEET: _____ ESTIMATED COST: _____ TOTAL STORIES OF BUILDING _____
OCCUPANT LOAD (PER NFPA 101): _____ BASEMENT: YES _____ NO _____ SPRINKLERS: YES _____ NO _____

CONSTRUCTION TYPE PLEASE CIRCLE ONE GROUP:

IBC IA IB IIA IIB IIIA IIIB IV VA VB

PROJECTED COMPLETION DATE OF PROJECT: _____

RELEASE PLANS TO:
No Post Office Box Address
Name: _____ Phone: _____
Address: _____
City: _____ State: _____ Zip: _____

Note: ANY permit submittal RECEIVED without a COMPLETED TRANSMITTAL FORM will not be reviewed until it has been received.

Commercial Permits

The City of Douglasville utilizes The International Code Council's Building Valuation Data (BVD) table which is updated at six month intervals and provides an "average" construction cost per square foot which is used in determining permit fee valuation (gross square foot area x square foot construction cost). It is important to understand the BVD table does not take into account the bidding process for a particular job. Whether a specific project is bid at a cost above or below the computed value of construction does not affect the value of a building for determining the permit fee because the cost related to code enforcement activities is not affected by the bid process.

EXAMPLE: Calculating Cost for a Building Permit

Building Permit Fee Valuation = Gross Sq. Foot Area x Sq. Foot Construction Costs

Occupancy Group: Mercantile (M)

Type Construction: II A

Building Height: Two Stories 1st story 4500 GSF and 2nd story 4500 GSF

Total Gross Sq Foot Area: 2 story building = 4500 + 4500 = 9000 GSF

Square Foot Construction Costs (Exhibit A): Occupancy Group & Type Construction (M & II A) = \$109.76/GSF

Permit Fee Valuation: 9000 GSF x \$109.76 / SF = \$987,840.00

Total Valuation Table (Exhibit B): \$500,001.00 and up range = base fee \$2,157.00 for the first \$500,000.00 plus \$3.00 for each additional \$1,000.00 or fraction there of.

\$987,840.00 - \$500,000.00 = \$487,840.00 (\$840 is fraction of \$1,000 therefore will be rounder to next higher \$1,000) \$488,000 divided by \$1,000.00 = 488.
488 x \$3.00 = \$1,464.00

Building Permit Fee = \$2,157.00 + \$1,464.00 = \$3,621.00

Type of Construction

- Type I and II: Non-combustible structural frame, non-combustible exterior and interior bearing walls, non-combustible exterior and interior nonbearing walls, non-combustible floor and roof construction.
- Type III: Non-combustible exterior bearing and nonbearing walls, interior building elements are of any material permitted by the building code.
- Type IV (Heavy Timber): Non-combustible exterior bearing and nonbearing walls, interior building elements are of solid or laminated wood without concealed spaces. Minimum solid sawn nominal dimensions are required for structures of this type.
- Type V: Structural elements, exterior walls and interior walls are of any materials permitted by the building code.

Note: A= Protected
B= Unprotected

Square Foot Construction Costs^{a, b, c, d}

Group	(2006 International Building Code)	Type of Construction								
		IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1	Assembly, theaters, with stage	207.99	201.27	196.59	188.35	177.31	172.08	182.33	161.78	155.82
	Assembly, theaters, without stage	188.37	181.65	176.97	168.72	157.73	152.50	162.70	142.19	136.23
A-2	Assembly, nightclubs	160.35	155.84	151.87	146.10	137.40	133.56	140.99	124.59	120.41
A-2	Assembly, restaurants, bars, banquet halls	159.35	154.84	149.87	145.10	135.40	132.56	139.99	122.59	119.41
A-3	Assembly, churches	191.73	185.01	180.33	172.08	161.06	155.82	166.06	145.52	139.56
A-3	Assembly, general, community halls, libraries, museums	162.11	155.39	149.71	142.46	129.82	126.20	136.44	114.89	109.93
A-4	Assembly, arenas	187.37	180.65	174.97	167.72	155.73	151.50	161.70	140.19	135.23
B	Business	161.10	155.30	150.33	143.24	130.34	125.39	137.63	114.22	109.47
E	Educational	176.25	170.31	165.47	158.26	148.32	140.74	153.03	130.54	125.61
F-1	Factory and industrial, moderate hazard	97.68	93.20	87.88	84.96	76.10	72.71	81.54	62.67	59.24
F-2	Factory and industrial, low hazard	96.68	92.20	87.88	83.96	76.10	71.71	80.54	62.67	58.24
H-1	High Hazard, explosives	91.50	87.02	82.70	78.78	71.10	66.71	75.36	57.67	N.P.
H234	High Hazard	91.50	87.02	82.70	78.78	71.10	66.71	75.36	57.67	53.24
H-5	HPM	161.10	155.30	150.33	143.24	130.34	125.39	137.63	114.22	109.47
I-1	Institutional, supervised environment	161.32	155.78	151.61	145.46	135.81	132.09	146.81	122.94	118.11
I-2	Institutional, hospitals	271.13	265.33	260.35	253.27	239.63	N.P.	247.66	223.51	N.P.
I-2	Institutional, nursing homes	189.55	183.75	178.78	171.69	159.17	N.P.	166.08	143.05	N.P.
I-3	Institutional, restrained	185.16	179.37	174.39	167.30	155.66	149.72	161.69	139.55	132.80
I-4	Institutional, day care facilities	161.32	155.78	151.61	145.46	135.81	132.09	146.81	122.94	118.11
M	Mercantile	119.24	114.73	109.76	104.99	95.94	93.10	99.88	83.13	79.95
R-1	Residential, hotels	163.43	157.90	153.72	147.58	137.69	133.97	148.68	124.81	119.99
R-2	Residential, multiple family	136.97	131.44	127.26	121.11	111.35	107.63	122.34	98.47	93.65
R-3	Residential, one- and two-family	129.98	126.37	123.27	120.01	115.61	112.61	118.02	108.33	101.95
R-4	Residential, care/assisted living facilities	161.32	155.78	151.61	145.46	135.81	132.09	146.81	122.94	118.11
S-1	Storage, moderate hazard	90.50	86.02	80.70	77.78	69.10	65.71	74.36	55.67	52.24
S-2	Storage, low hazard	89.50	85.02	80.70	76.78	69.10	64.71	73.36	55.67	51.24
U	Utility, miscellaneous	69.10	65.33	61.44	58.37	52.71	49.14	55.08	41.61	39.61

- a Private Garages use Utility, miscellaneous
b Unfinished basements (all use group) = \$15.00 per sq. ft
c For shell only buildings deduct 20 percent
d N.P. = not permitted

EXHIBIT A

City of Douglasville



Building Permit Fees

Commercial

Total Valuation Table

Fee Table

\$0 to \$3,000	\$25.00
\$3,001 to \$50,000	\$25.00 base fee for the first \$3,000.00 plus \$6.00 for each additional thousand or fraction thereof, to and including \$50,000.00
\$50,001 to \$100,000	\$307.50 base fee for the first \$50,000.00 plus \$5.00 for each additional thousand or fraction thereof, to and including \$100,000.00
\$100,001 to \$500,000	\$557.00 base fee for the first \$100,000.00 plus \$4.00 for each additional thousand or fraction thereof, to and including \$500,000.00
\$500,001 and up	\$2,157.00 base fee for the first \$500,000.00 plus \$3.00 for each additional thousand or fraction thereof

Note: (1) Any fraction of thousand will automatically be rounded to the next higher thousand
(2) Total Valuation Table = Structure's Gross Square Footage x Square Foot Construction Cost

Additional Fees: Temporary / Permanent Utilities \$25.00
Certificate of Occupancy \$10.00 each

EXHIBIT B



Calculating Plan Review Fees

Plan review fees are payable when construction plans are submitted for review.

Initial plan review fees are \$125.00 for buildings up to 10,000 gross square feet of building space, plus \$0.015 per additional gross square foot.

EXAMPLE: Building area is 12,480 GSF
Fee is \$125.00 for the first 10,000 GSF
 $12,480 - 10,000 = 2,480$ GSF
 $2,480 \times \$0.015 = \37.20
 $\$125.00 + \$37.20 = \$162.20$

For plan resubmittals before building permit is issued - \$175.00

For plan resubmittals after building permit is issued - \$175.00, plus \$0.015 per GSF

City of Douglasville Permitting Process

Building permit is **not** required if your project is:

- Less than 100 square feet
- Painting
- Installing floor covering
- Re-roofing
- Replacing exterior siding
- Sidewalk or driveway
- Swimming pool less than 24 inches deep

Civil plans for Commercial and Residential projects are required if your project is:

- New construction
- Addition
- Accessory structure
- Swimming pool
- Porch/deck/patio

Commercial Civil Plan requirements are detailed in City Ordinance, Appendix B, Section 9.03 & 9.04; also found in Commercial Plan Review Guidelines for Commercial Projects packet.

Residential One & Two Family Civil Plan requirements are detailed in City Ordinance, Appendix B, Section 9.03; also found in Plan Review Guidelines for One & Two Family Dwellings packet.

Provide minimum two (2) Civil Plan sets for each project. Commercial & Residential Civil Plans shall bear the signature and stamp of a Georgia Licensed Engineer. Exception, signature & stamp requirement for residential projects permitted within a platted subdivision.

Commercial Architectural Plans are required if your project is:

- New structure
- Addition
- Alteration
- Rehabilitation
- Shell structure
- Interior finish
- Manufactured structure
- Modular structure

Provide minimum two (2) Architectural Plan sets for each project. Structures 5000 square feet or more require one (1) plan set to bear an original signature and stamp of a Georgia Licensed Architect or Engineer; remaining sets are permitted to be reproductions of original stamped set.

Commercial Architectural Plan sets shall include any of the following:

- Architectural Plans
 - Floor plans
 - Reflective ceiling plan
 - Enlarged plans/reflective ceiling plan
 - Roof plan/roof details
 - Exterior elevations
 - Enlarged exterior elevations
 - Exterior details
 - Wall sections
 - Storefront details
 - Interior elevations/details
 - Door/finish schedules
 - Flooring/fixture plans

- Structural Plans
 - General notes
 - Foundation plans/details
 - Roof framing plans/details
 - Exterior wall sections

- Mechanical Plans
 - Mechanical symbols
 - Mechanical floor plans
 - Mechanical enlarged floor plans
 - Mechanical roof plans
 - Mechanical details
 - Mechanical schedules

- Electrical Plans
 - Electrical symbols
 - One line panel boards
 - Electrical schedules
 - Electrical site plan
 - Electrical lighting plan
 - Electrical power plan
 - Electrical roof plan

- Plumbing Plans

- Plumbing symbols
 - Plumbing floor plans
 - Plumbing roof plans
 - Plumbing enlarged detail plans
 - Plumbing riser detail
 - Plumbing schedules

- Specialty Plans

- Fire Sprinkler Plans are required by certain occupancy types, building construction classification and/or by City Ordinance, Section 42-44, buildings with two (2) or more stories in height or buildings with floor area 5000 square feet or more.

- Fire Alarm Systems Plans are required by certain occupancy types and building construction classification, IFC 907.2

- Kitchen Exhaust Hood Plans, Type I Systems are required when grease laden vapors are generated during the cooking process. NFPA 96

- Specialty Plans when required must be prepared by designers holding Georgia Certificate of Competence. Plans may be submitted separately and after building permit has been issued.

Commercial Plan Review Submittals Requirements

- City of Douglasville, contact (770) 920-3000

- Permit & Transmittal Letter

- Civil Plans, two (2) complete sets + \$125 plan review fee

- Architectural Plans, two (2) complete sets + \$125 plan review fee (minimum fee)

- Allow ten (10) business days for review

- Douglas County Fire Marshal, contact (770) 920-7350

- Civil Plans, two (2) complete sets + plan review fees

- Architectural Plans, two (2) complete sets + plan review fees

- Specialty Plans, two (2) complete sets + plan review fees

- Allow ten (10) business days for review

- Douglas County Department of Environmental Health, contact (770) 920-7311

- Public Swimming Pool Plans, three (3) complete sets + plan review fees

- Commercial Kitchen & Sanitation Plans, three (3) complete sets + plan review fees

- Douglasville Douglas County Water & Sewer Authority , contact (770) 949-7617

Civil Plans, four (4) complete sets + plan review fees
 Architectural Plans, four (4) complete sets + plan review fees

- Georgia State Fire Marshal, contact (404) 656-2064

Architectural Plans, four (4) complete sets + application & plan review fees
 Following construction projects require state approval: Hospitals, ambulatory health care centers, mental health institutions, orphanages, nursing homes, convalescent homes, old age homes, jails, prisons, reformatories, and all administrative, public assembly, and academic buildings of colleges, universities, and vocational-technical schools
 Allow 30 days for review

Commercial Permitting

- Land Disturbance Permit

Land Disturbance Permit requirements, City Ordinance, Appendix B, Section 9.05; also found in Plan Review Guidelines for Multifamily & Commercial Projects. All land disturbance permit requirements may submit and reviewed simultaneously with Civil Plan submittal.
 \$100 permit fee
 Requires DDCWSA approval before permit is issued.

- Commercial Building Permit

Permit application (previously submitted)
 DDCWSA water & sewer tap fees receipt or septic tank permit issued by Environmental Health Code Compliance Bond, new construction only (minimum \$10,000 – maximum \$50,000) City Ordinance, Section 22-17
 Contractor's Business License
 Contractor's State License
 Qualifying Agent's License (required if General Contractor is using a permitting representative)
 Permit fees
 Building permits are valid for 180 days
 Mechanical, Electrical and Plumbing permits separately; requires State License, Business License, application and fees

Residential Architectural Plans are required if your project is:

- New structure
- Manufactured structure
- Addition
- Remodel
- Accessory structure

- Porch/deck/patio
- Fire restoration (scope of work generated by Insurance Adjuster using estimating software may be submitted in lieu of plans)
- Swimming pools (specifications provided by pool contractor may be submitted in lieu of plans)

Residential Architectural Plan set shall include any of the following:

- Specifications & notes
- Slab foundation
- Foundation details foundation wall sections
- Unfinished basement plans
- Finished basement plans
- First floor plans
- Second floor plans
- Framing details
- Wall sections
- Exterior elevations
- Roof plans
- Engineered truss layout plan (floor and/or roof) with engineer's calculations
- Mechanical floor plans
- Electrical floor plans
- Plumbing floor plans

Residential Plan Review submittal

- Permit application
- Transmittal letter
- Supplemental residential plan review letter
- Site plan, two (2) each
- Architectural plans, two (2) complete sets
- \$125 plan review fee

Allow ten (10) business days for review

Residential Building Permit

- Permit application (previously submitted)
- DDCWSA water/sewer tap fee receipt or septic tank permit issued by Environmental Health
- \$10,000 Code Compliance Bond (new construction only) City Ordinance Section 22-17
- Contractor's Business License
- Contractor's State License
- Permit fees

Permit is valid for 180 days

Mechanical, Electrical & Plumbing permits require application, State License & Business License

Home owner is allowed to permit their own building project; required to:

- Show proof of ownership

- Occupy home

- Sign an affidavit

Home owner is allowed to permit Mechanical, Electrical & Plumbing work for the home they occupy but must do the work themselves. If work is contracted out by home owner, the person doing the work must have a State License, Business License and apply for the permit.

Documents needed for:

Commercial Building Permit:

- Permit application (previously submitted)
- Approved plans from all applicable reviewing agencies
- DDCWSA water/sewer tap fee receipt (Pink card and paperwork) or septic tank permit issued by Environmental Health
- Contractor Code Compliance Bond (new construction only)(minimum \$10,000 – maximum \$50,000)
- Contractor's Current Year Business License
- Contractor's Current State of Georgia License
- Notarized, Authorized Permit Agent Form (if qualifying agent listed on state license is not present to sign for permit)
- Permit Fees
- Permit is valid for 180 days
- Mechanical, Electrical, and Plumbing permits require separate application and fees; Contractor's current state license, business license, and driver's license. If state license holder is not present, must have a letter on business head authorizing another individual permission to permit.
- All commercial permits require state licensed contractors.