

Clayton County Community Development

121 South McDonough Street- Annex 2

Jonesboro, GA 30236

770-477-3575 www.co.clayton.ga.us

COMMERCIAL PLAN REVIEW APPLICATION

OFFICE USE ONLY
Plan #
D: LL:
Zone:
RCVD:
Address:

PROJECT NAME: [ ]New [ ]Existing Date:
STREET ADDRESS: Suite:
City: Zip:

Contact Person: Email:
Phone: Cell:

PURPOSE OF SUBMISSION

[ ]100% Build-Out [ ]80% Shell [ ]20% Interior Finish [ ]Renovation [ ]Addition [ ]

Brief description of scope of work:

Total Square Footage of Project: Construction Cost:

Number of Stories: Number of Spaces/Units [ ] Public Sewer [ ] Private Sewer

\*Will any of the following work be performed on this project?

Heating/Air/Mechanical [ ]Yes [ ]No Electrical [ ]Yes [ ]No Plumbing [ ]Yes [ ]No
New Fire Sprinklers [ ]Yes [ ]No Hood System [ ]Yes [ ]No Fire Alarm [ ]Yes [ ]No Gas [ ]Yes [ ]No

OCCUPANCY TYPE

[ ]Assembly [ ]Business [ ]Educational [ ]Factory/Industrial [ ]Mercantile [ ]Residential
[ ]Storage [ ]Other

CLASSIFICATION TYPE

[ ]I [ ]II [ ]III [ ]IV [ ]V

STRUCTURE TYPE

[ ]A [ ]B

FIRE SPRINKLED (existing)

[ ]Yes [ ]No

PROPERTY OWNER

Name: Phone: Email:
Address: City: State: Zip:

ARCHITECT/ENGINEER

Name: Phone: Email:
Address: City: State: Zip:

BUILDER/CONTRACTOR

Name: Phone: Email:
Address: City: State: Zip:

ALL DOCUMENTS BELOW ARE REQUIRED WITH PLAN SUBMITTAL

- [ ] Two sets of complete drawings (three sets if food service is involved) stamped with a wet seal and signature from an architect or engineer.
[ ] Commercial Plan Review Application.
[ ] Fire Marshal approval or waiver form.

THE FOLLOWING DOCUMENTS MAY BE REQUIRED

- [ ] Approval from Environmental Health department for projects on private sewer or food service.
[ ] A grading permit from Transportation and Development for new construction only.
[ ] Approval or wavier from the Water Authority for plans involving food service or oil discharge.
[ ] Approval from the Planning and Zoning department.

