

COMMERCIAL MINI PLAN REVIEW APPLICATION

CITY OF COLLEGE PARK

PO BOX 87137
COLLEGE PARK, GA 30337
404-767-1537



DATE SUBMITTED: _____

Attach **three copies** of the application and **three copies** of drawings for **Commercial** projects. Plan must be “to scale”, if possible, and must indicate all lot dimensions/setbacks, where applicable. Photographs of the involved structure/property are requested. **All plans submitted for review will incur an additional 30% of the permit value.**

The Building Inspector and Fire Marshal reviews all **COMMERCIAL MINI PLAN REVIEW APPLICATIONS**. Some projects will require approval from the Distribution Engineer (Power Department). Please submit your application/plans to the **INSPECTIONS DEPARTMENT**. You will receive a response in **UP TO 28 BUSINESS DAYS**. Additional information may be requested. All plans must include the following items (where applicable):

Site Plan _____
Interior Site Plan _____
Façade Plan _____

***Indicate the location of the electrical service entrance attachment on the plans and if it will be impacted by the proposed work.**

PROJECT ADDRESS: _____

Does the property lie within the 100-Year Flood Plain per FIRM?

☐ Yes ☐ No

PROJECT DESCRIPTION: _____

OWNER NAME _____ PHONE _____

CELL _____ FAX _____

The following information is required for Commercial projects \$500.00 and above. A *valid business license* AND a *valid state contractor's card* must be presented to purchase the Building Permit.

CONTRACTORS NAME _____ PHONE _____

COMPANY NAME _____

COMPANY ADDRESS _____

CITY _____ STATE, ZIP _____

PROJECT TYPE:

☐ New Construction ☐ Addition ☐ Renovation ☐ Repair ☐ Roof ☐ Fence ☐ Other

TOTAL SQUARE FOOTAGE _____ ESTIMATED COST _____

LIST A DESCRIPTION OF MATERIALS BEING USED. All commercial exterior construction should be kept with the existing main structure and should meet the required setbacks.

CITY OF COLLEGE PARK STAFF:

Name _____

Title _____

Date _____

APPROVED: ☐ YES ☐ NO

Name _____

Title _____

Date _____

APPROVED: ☐ YES ☐ NO

Commercial Mini Plan Review Application