



200 Burnt Mountain Road Jasper, GA 30143  
706-692-9100

## Building Permit Checklist Commercial Renovation/Addition

### **Permit Application**

The following must be included to apply for commercial building permit in The City of Jasper:

- Permit application
- Plans - **Three paper and one digital set** with architect/engineer stamp, including all architectural, structural, fire, life safety, storm water, accessibility, mechanical, electrical & plumbing changes.
- Approvals from other agencies based on use type:
  - City Fire Marshal- (if alterations to site of change of occupancy)
  - Department of Agriculture - (bakeries, convenience stores, groceries, etc.)
  - Pickens County Health Department - (hotels/motels, public pools, restaurants)
  - State Fire Marshal - (institutional care, hospital, fuel station if changes to tanks or pumps)
  - Fuel and Measures (fuel station if changes to tanks or pumps)
  - County/State Department of Transportation - (work within county/state right of way)
- Contractor and Sub-Contractor information, including business license, state contractor's license, and driver's license.

**\*All Contractor and Sub-Contractor documents need to be submitted before the permit will be issued.**

\*Fees are calculated during review and due after review is completed. If denied, comments will be sent for resubmittal.

### **Inspections**

To schedule inspections please email [egrant@jasper-ga.us](mailto:egrant@jasper-ga.us) or call 706-253-3635. Inspections scheduled before 4:00 pm will be scheduled for the following business day).

#### **Required Inspections:**

- Footings/Slab
- Temporary Electrical Pole
- Plumbing/Electrical Slab
- Exterior Sheathing
- Framing, sprinkler, and roughs-all trades (combination)
- Gypsum board screw pattern - fire rated assemblies
- Gas pressure - (if new fuel piping is installed)
- Energy-Insulation
- Temporary to Permanent Power
- Final-Upon approval of final inspection, a Certificate of Completion will be issued

#### **Building Codes:**

The following codes have been adopted by the City of Jasper:

- International Building Code, 2024\*
- International Energy Conservation Code, 2015\*
- International Fuel Gas Code, 2024\*
- International Fire Code, 2024\*
- International Mechanical Code, 2024\*
- International Plumbing Code, 2024\*
- International Residential Code, 2024\*
- International Swimming Pool and Spa Code, 2024\*

\*With Georgia amendments\*

### **Contact:**

For additional information contact: (706)-253-3635



## City of Jasper Fire Marshal's Office

### **Plan Review and Construction Inspections**

**SCHEDULE INSPECTIONS WITH THE CITY OF JASPER BUILDING DEPARTMENT BEFORE 4:00 PM  
IN ORDER TO RECEIVE AN INSPECTION THE NEXT BUSINESS DAY (SUBJECT TO STAFFING)**

1. These drawings were reviewed under applicable codes in effect from the date of the permit application. Every effort was made to identify code violations. Any oversight by the reviewer shall not be considered as authority to violate, set aside, cancel, or alter applicable codes or ordinances. The plan review and issuance of any permit shall not be considered a warranty or guarantee.
2. Comments are considered typical in nature and apply to all similar situations even though they may be noted once.
3. Provide accessibility features required by the currently adopted edition of the Georgia Accessibility Code 120-3-20(A).
4. Interior finishes must comply with the requirements of NFPA 101-10.2.
5. Address identification is required to be posted from beginning construction until the permanent address is placed on the building (or construction site) in a position that is plainly legible and visible from the street fronting the property. Numbers must be contrasting to the background, 6" min. high, and 0.5" min. stroke width.
6. **Before this building, structure, or space is occupied in whole or in part, a Certificate of Occupancy is required.**
7. The inspector may require additional exit signs, tactile exit signs, and emergency lights/Illumination of means of egress.
8. Additional fire alarm horns and/or strobes may be required to be added or removed by the field inspector to obtain required audible and visual notification levels.
9. Provide a level surface on both sides of all doors for not less than the widest door leaf with the maximum door threshold not exceeding ½ inch.
10. Provide one minimum size 2A:10B:C fire extinguisher for every 3000 square feet, within 75 feet of travel distance. Kitchens must have one K-Class extinguisher. Repair garages must have at least one 40B:C. All extinguishers MUST be inspected and tagged by a Georgia State licensed fire extinguisher company.
11. No key locks on inside of exit doors. Only one latching/locking device on the inside of exit doors. Use of slide bolts is prohibited.
12. A separate permit is required for any work on fire alarm, fire sprinkler, or other required fire protection systems. Plans and/or calculations may be required for review prior to approval.



13. All new H.V.A.C. units over 2000 C.F.M. must have duct mounted smoke detectors on the supply side with an audible and visible annunciator located in a normally occupied area or must be interconnected with the fire alarm system to indicate a supervisory signal.
14. A Knox box is required for all buildings and/or tenants protected with a fire alarm or fire sprinkler system and all new commercial and multi-family permitted projects. Mount at 5'-0" above grade at/adjacent to the main entry. Powered gates shall provide a Knox Gate Box with Gate Switch, located at the common callbox. Knox Box 3200 series.
15. All required inspections, see below, shall be completed prior to scheduling the 100%.
16. Final approval shall be made by the fire inspector at the time of inspection.
17. An IFC 510 survey must be conducted on all new commercial buildings and multi-family residential complexes. If the survey does not pass with a minimum of 95% coverage area, an IFC 510 system will be required to be installed.

**Site Inspections:** Fire department access roads and water supplies are required to be inspected and operational **before vertical construction begins**. All underground piping shall be inspected where a private fire hydrant and/or a fire sprinkler system is installed. Failure to schedule an underground pipe inspection **shall be cause for the pipe to be uncovered**, regardless of the stage of construction.

**Construction Precautions:**

1. All construction must comply with NFPA 241: Safeguarding Construction, Alteration, and Demolition Operations
2. All construction barriers/dust barriers must be noncombustible or flame resistant

**Required Inspections:** appointments MUST be individually requested for all required inspections.

**50% INSPECTION BEFORE INSULATION AND WALL COVER UP**

**80% INSPECTION BEFORE CEILING COVER UP**

**100% INSPECTION BEFORE RECEIVING A CERTIFICATE OF OCCUPANCY**

Any close out documents must be presented prior to the Fire 100% Inspection for the permit. Failed inspections are subject to re-inspection fees. Fees must be paid prior to issuance of a Certificate of Occupancy.