



Mike Satterfield
Fire Chief

NEWTON COUNTY FIRE SERVICE

P.O. BOX 987
OXFORD, GEORGIA 30054

(770) 784-2116
FAX: (770) 784-2119
EMERGENCY 911



NEW CONSTRUCTION PLAN REVIEW PROCESS

The following is the process to have a successful completion of a construction project.

1. Submit the following plans for review; Site Plans, Construction Plans, Fire Alarm Plans, Sprinkler Plans if required. NOTE: All plans shall be submitted to the Planning and Zoning Office, located at 1113 Usher St suite 201, Covington, GA 30014. There is a \$100.00 review for each plan type.
2. All plans submitted shall have an engineer stamp that is licensed in the state of Georgia.
3. The following are the minimum codes that are enforced by this office;
 - a. International Fire Codes 2006
 - b. International Building Codes 2006
 - c. International Mechanical Codes 2006
 - d. Life Safety Codes 2000
 - e. Georgia Accessibility Codes 1997
 - f. Newton County Sprinkler Ordinance (see the attached document for requirements).
4. When the plans are ready for submittal you should provide 6 copies of each type except for Fire Alarm Plans and Sprinkler plan (1 copy of each).
5. The day of submittal our office has 10 days to review the plans.
6. Our office reviews plans every Wednesday.
7. When the plans are reviewed there will be redlines and comments on said plans. The reviewer will type out comments for your review. Make the appropriate changes and resubmit (no review fee on resubmittals) send the redline drawing with comments along with the new plans.
8. When all issues have been corrected and approved by this office plans will be stamped and signed by the reviewer. You are now eligible for a permit under the condition you meet all the requirements set forth by Newton County Planning and Zoning.
9. **VERY IMPORTANT NOTE:** One set of each type of approved plans shall be on the job site at all times failure to do so will result in the following; A STOP WORK WILL BE ISSUED and a \$100.00 re inspection fee will occur. Work will not continue until the reinspection fee is paid at Planning and Zoning and the approved set of plans are back on the job site.

Any questions about the plan review process feel free to contact Captain Thomas or Lieutenant Stapp at 678-625-5015 or 678-625-5018

Training Saves Lives