



## DEKALB COUNTY FIRE RESCUE DEPARTMENT

*Darnell D. Fullum, Director/Fire Chief*

*Fire Marshal Division-Chief Antonio Burden, Fire Marshal*

*330 West Ponce De Leon Avenue, Decatur, Georgia 30030*

*Phone: 404-371-2776 Fax: 404-687-2430*



### **REQUIREMENTS FOR FIRE DAMAGED BUILDING PLAN SUBMITTAL**

The following information must be submitted with any building plans where the structure was damaged by fire, and where a plan review is required. This information must be submitted at time of permit application for the plan review.

1. A copy of the fire incident report. This report can be secured no sooner than 10 days after the fire. To obtain a copy of this fire report, you need to call (770) 724-7740 and select option # 4. The reports office is located at 1960 West Exchange Place, Room 203; Tucker, Georgia 30084. The office is open from 9:00 A.M. - 5:00 P.M. Monday thru Thursday.
2. An official letter showing the current tax assessed value of the fire damaged building. This letter can be secured from the DeKalb County Tax Assessors Office located at 120 West Trinity Place, Room 208; Decatur, GA 30030. Phone: (404) 371-0841. They can provide you with a certified copy of the current assessed valuation of the property that must be submitted with the permit application.
3. A letter/statement showing the replacement cost of the damaged structure.
4. All other pertinent information normally required on a building plan submittal. This information is available on a separate checklist on the 2<sup>nd</sup> floor of the DeKalb County Development Department at 330 W. Ponce de Leon, Decatur, GA.
5. If you have any question regarding these requirements, or if you need to talk to someone in the Plan Review section, you can schedule an appointment with the Plan Review Office by calling (404) 371-9256.