



Athens-Clarke County  
Fire and Emergency Services  
Fire Marshal's Office



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### Frequently Asked Questions - Fire Marshal's Office Plan Review

#### 1. What is the purpose of plan review by the Fire Marshal's Office?

- The Fire Marshal's Office conducts plan reviews to ensure building plans comply with fire safety codes and regulations. This helps identify potential fire hazards and ensure appropriate safety measures are in place. [Link to current Codes](#)

#### 2. Which types of projects require plan review by the Fire Marshal's Office?

- Generally, any construction, renovation, or installation that involves fire suppression systems, alarms, or modifications affecting life safety systems, including egress doors, requires plan review by the Fire Marshal's Office.

#### 3. How do I submit plans for review?

- Building plans can typically be submitted electronically at \_\_\_\_\_ . Alarm, Sprinkler, Hood Suppression, or any other required plans can be submitted online at [fire.marshall@accgov.com](mailto:fire.marshall@accgov.com) or in person at the Fire Marshal's Office located at 700 College Ave Athens, GA 30601. Check with our office for specific submission guidelines and requirements. 706-613-3365

#### 4. What is the typical turnaround time for plan review?

- Turnaround times can vary based on the complexity of the project and current workload. We aim to review plans promptly, but it's advisable to contact our office for estimated review timelines.

#### 5. Are there any common reasons for plan review rejections?

- Common reasons for plan review rejections include non-compliance with fire codes, insufficient detail in plans, or missing necessary information. Our office provides feedback on rejected plans to guide necessary revisions. Please visit our website for all required checklists.

#### 6. What happens after plan approval?

- Upon plan approval, you can proceed with your construction or installation. However, note that periodic inspections may be required during the project to ensure compliance with approved plans and codes.

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700 College Avenue  
Athens, Georgia 30601  
(706) 613-3360  
[www.accgov.com](http://www.accgov.com)

Honesty

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## Athens-Clarke County Fire and Emergency Services Fire Marshal's Office



### 7. Can I request a consultation before submitting my plans for review?

- Yes, our office encourages consultations to clarify code requirements and ensure your plans align with fire safety regulations. Contact us to schedule a consultation. 706-613-3365

### 8. What should I do if I have questions or need clarification during the plan review process?

- Feel free to reach out to our office with any questions or for clarification during the plan review process. Our team is available to assist and guide you through the requirements.

### 9. Is there a fee associated with plan review by the Fire Marshal's Office?

- Some jurisdictions may have fees associated with plan review. Please refer to our fee schedule or contact our office for information regarding applicable fees. [Link to Fee Schedule](#)

### 10. Can I appeal a decision made during the plan review process?

- Yes, in case of disagreement with a decision, there might be an appeals process available. Contact our office for information on the appeals procedure and requirements.

For specific inquiries or further details, don't hesitate to contact the Fire Marshal's Office directly.

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