



Larry Holcomb
Mayor



"Serving our City with Pride"



Justin McKenzie
Fire Chief

Inspector's Report

Re: Commercial Plan Submission/Review

March 25, 2024

To whom it may concern,

The following are requirements for Commercial Plan Submissions regarding Permit application:

- 1) Two sets of drawings and one set of pdf plans are required. Plans shall be delivered to the Inspections Department, physical address *1015 Old Walker Chapel Rd, Fultondale*, or by mail, *Attn: Chief McKenzie, 1220 Walker Chapel Rd, Fultondale, AL 35068*. Digital copies may be sent to inspections@fultondaleal.gov.
- 2) Plan review will require a new construction permit application, contractor info and cost, with site plans, copy of survey, sub-contractor list, and Jefferson County Impact Fee Permit (pink copy) or On-site sewage disposal permit (septic tank).
- 3) Please allow 10 to 15 business days for plan review. Minor changes may be edited on plans submitted. Major changes will require a new set of plans. Contact the Inspections office with any clarifications needed at (205) 841-8306.
- 4) One set of plans will be returned with plan review remarks attached when Permit is pulled. You **MUST** follow plan review remarks. The approved plans must be on site at every inspection.
- 5) All plans are reviewed based on current adopted ICC, NFPA, and any other applicable codes and ordinances adopted by the City of Fultondale. Please check with Chief McKenzie for latest editions adopted.

Thank you for your cooperation in complying with the City Ordinance. Any further questions or concerns please contact the inspections office.

Justin R. McKenzie
Admin. Fire Chief
Building & Fire Code Official
205-415-1777
firechief@fultondale.com