



DOUGLAS COUNTY BOARD OF ASSESSORS

APPRAISAL DEPARTMENT

Location:

6200 Fairburn Road
Douglasville, Georgia 30134

Mailing Address:

8700 Hospital Drive
Douglasville, Georgia 30134

Telephone: 770.920.7228

Policies and Procedures for Splitting and Combining Real Property in Douglas County

1. To begin the process, a survey of the proposed changes must be taken to the Zoning Administrator of Planning and Zoning to seek approval.
2. Pursuant to Article 5, Section 502 (a) of the Douglas County Unified Development Code, once the survey has been stamped with Planning and Zoning's approval and recorded, parties would then need to execute appropriately titled deeds and record the deeds in the records of the Clerk of Superior Court of Douglas County.

Note: As of January 1st, 2025, following House Bill 1292, self-filers are no longer able to record real estate documents through the Clerk's office. Real estate documents must be recorded either through an attorney or online at <http://efile.gsccca.org>. If you need assistance with filing online, the help line may be reached at 1-800-304-5174 or via email to help@gsccca.org

Contacts:

Appraisal: Blake Ricaud (Deed Specialist): Phone: 770-920-7430, Email: bricaud@douglascountyga.gov

Planning and Zoning: Austin Cronan (Zoning Administrator): Phone: 678-838-2060, Email: acronan@douglascountyga.gov

GIS/Mapping: Andrea McIntosh (GIS Analyst I): Email: amcintosh@douglascountyga.gov or Lisa Irelan (GIS Analyst II): Email lirelan@douglascountyga.gov