CITY OF ST. MARYS, GEORGIA

Applications and Information

Regarding Permits for

Building

Electrical

Plumbing

Mechanical

And

Low Voltage

CITY OF ST. MARYS REQUIREMENTS FOR RESIDENTIAL AND COMMERCIAL CONSTRUCTION

Updated April 2014

Building Codes In Use:

1. 2012 International Building Code
2. 2012 International Residential Building Code
3. 1999 SSTD 10-99, Standard for Hurricane Resistant Residential Construction
4. 2011 NFPA 70, National Electrical Code
5. 2012 International Plumbing Code
6. 2012 International Mechanical Code
7. 2012 International Fire Code
8. 2012 International Fuel Gas Code
9. 2009 International Energy Conservation Code
10. 2012 International Existing Building Code
11. NFPA 101 Life Safety Code, 2012 Edition
12. GA Fire Marshal's Rules & Regulations
13. City of St. Marys Code of Ordinances, Chapter 54, "Flood Damage Prevention" (latest edition)
14. 2010 ADA Standards for Accessible Design
15. GA State Supplements and Amendments to the above codes

Design Requirements:

1. All structures must be designed and built to withstand 120 MPH (3 second gust) winds, Exposure Category "B", minimum.
2. Finished floor elevation of the structure must be a minimum of 16-inches above the high point of the adjacent road.
3. Maximum structure height limitation of the City of St. Marys, Code of Ordinances, Section 110, must be complied with.
4. Marsh line, for property located on a salt water marsh, must be established by GA DNR <u>within a year of starting any construction</u> on the property.
5. No construction can take place within 25 feet of the normal water's edge of a lake, pond, or other body of water considered to be state waters. Building and Public Works official will determine wresting buffer boundaries when applicable.
6. All structures for human habitation must be constructed a minimum of 24" above the base flood elevation in which it is located. Verification of this will be by <u>submission of post flood elevation certificate prepared by a registered professional Georgia surveyor</u>.
7. Owner/Contractor may be required to submit a <u>lot inspection report</u> prepared by a registered professional Georgia surveyor **<u>prior to the construction of any footers, piers, slab, foundation or floor</u>**.

CITY OF ST. MARYS REQUIREMENTS FOR RESIDENTIAL AND COMMERCIAL INSPECTIONS

Updated April 2014

1. Building:
    a. Setbacks
    b. Sediment Control
    c. Pier/Footing/Slab
    d. Bond Beam/CMU Fill
    e. Termite Treatment (record purpose only)
    f. Wall and Roof Sheeting Nail Off
    g. Window and Exterior Door Installation
    h. Framing Prior to Cover Up (includes structural, electrical, plumbing and HVAC rough in)
    i. Insulation
    j. Gas Vent
    k. Fire and Life Safety (commercial projects)
    l. Final (Certificate of Occupancy)
2. Plumbing:
    a. Pre-Slab
    b. Rough In Prior to Cover Up
    c. Gas Piping Prior to Cover Up
    d. Final (Certificate of Occupancy)
3. Electrical
    a. Temporary Pole
    b. Rough In Prior to Cover Up
    c. Grounding
    d. Pre-Final
    e. Final (Certificate of Occupancy)
4. HVAC
    a. Rough In Prior to Cover Up
    b. Final (Certificate of Occupancy)
5. Swimming Pool/Enclosure
    a. Shell
    b. Grounding
    c. Piping
    d. Cool Deck
    e. Final (Certificate of Occupancy)

ITEMS REQUIRED FOR SUBMITTING FOR BUILDING/ELECTRICAL/ MECHANICAL and PLUMBING PERMITS IN THE CITY OF ST. MARYS

Updated April 2014

Site Plan: Prepared by a GA Registered Surveyor with the following information:

1. Property dimensions and orientation
2. Location and description of property boundary markers
3. Proposed construction located on the property, including driveway
4. Highways or streets adjacent to the property, including elevation(s)
5. Any and all easements
6. Building restriction lines
7. Wetlands, ponds, or lakes on or adjacent to the property
8. Elevations of property and flood hazard zone
9. Subdivision name and lot number, if any
10. Location of water and sewer connections or well and septic tank

Foundation Plan and Details, Elevation Details, Wall Details (Interior and Exterior)

Floor Plan:

1. Finished floor elevation
2. Window/door location and size
3. Room/area designation/use

Electrical Plan:

1. Outlets
2. Type of service and diagram
3. Lights
4. Wiring diagram
5. Location of disconnect panels

Plumbing Plan:

1. Fixture layout
2. Drain layout and size
3. Water pipe layout and size
4. Size of water meter

Mechanical Plan:

1. Size of A/C unit
2. Type of heat
3. Duct layout (manual "D")
4. If a restaurant:
    a. Hood with fire suppression system
    b. Equipment layout
5. Calculations for sizing of heating/cooling units (manual "J")

Complete the building/electrical/low voltage/mechanical/plumbing permit applications and the authorized permit agent form and submit with plans and site plan. You will need to include a copy of the state contractor's license for the general contractor and all sub-contractors. In addition you will need to provide a copy of a current occupational tax registration certificate aka a business license for the general contractor and all sub-contractors. If you have a **current** one for **ANY CITY OR COUNTY WITHIN THE STATE OF GEORGIA** we will honor it, just submit a copy of it. If not you will be required to obtain one from St. Marys.

Fee Schedule for Building/Electrical/Mechanical/Plumbing/Low Voltage/Demolition Permits

Adopted in Legal Assembly September 16, 2013

Building Permit – Permit fee is ½ of 1% of the "actual contract cost" of the general construction work including the trades, minimum $50. You will be required to submit a copy of the contract with the Building Permit Application. $50 administrative fee in addition to permit fee. **NOTE: Homeowner's applying for a new construction building permit the fees will be based on material and labor costs for the general construction and all trades.**

Electrical Permit - Permit fee is 2% of the "actual contract cost" of the electrical work with a minimum of $50. You will be required to submit a copy of the contract with the Electrical Permit Application. $50 administrative fee in addition to permit fee.

Low Voltage Permit – Permit fee is 2% of the "actual contract cost" of the low voltage work with a minimum of $50. You will be required to submit a copy of the contract with the Low Voltage Permit Application. $50 administrative fee in addition to permit fee.

Mechanical Permit – Permit fee is 2% of the "actual contact cost" of the mechanical work with a minimum of $50. You will be required to submit a copy of the contract with the Mechanical Permit Application. $50 administrative fee in addition to permit fee.

Plumbing Permit – Permit fee is 2% of the "actual contract cost" of the plumbing work with a minimum of $50. You will be required to submit a copy of the contract with the Plumbing Permit Application. $50 administrative fee in addition to permit fee.

Note: Fee for replacing an existing hot water heater will be an administrative fee of $50 only.

Demolition Permit – Permit fee $100.00 regardless of structure size or materials

Re-Establishing Disconnected Electrical Service - $35.00 permit fee, no additional administrative fee

Re-Inspection Fee - $100.00 per re-inspection. **Fee to be paid prior to re-inspection.**

CURRENT CAPITAL RECOVERY FEES FOR WATER AND SEWER

Effective 1/6/2014 through 1/5/2015

	Water Tap	Sewer Tap
¾ inch	$ 1,095.00	$ 3,555.00
1 inch	$ 1,775.00	$ 5,950.00
1 ½ inch	$ 3,525.00	$ 11,805.00
2 inch	$ 5,620.00	$ 18,875.00
3 inch	$ 10,600.00	$ 35,285.00
4 inch	$ 17,625.00	$ 35,385.00
6 inch	$ 35,085.00	$ 58,940.00
8 inch	$ 56,035.00	$187,575.00

Water/Sewer Total

¾ inch	$ 4,650.00
1 inch	$ 7,725.00
1 ½" inch	$ 15,330.00
2 inch	$ 24,495.00
3 inch	$ 45,885.00
4 inch	$ 53,010.00
6 inch	$ 94,025.00
8 inch	$243,610.00

Meter Equipment Cost

¾" inch	$ 280.00
1" inch	$ 350.00
1 ½" inch	$ 500.00
2" inch	$ 575.00
3" inch	$2,300.00
4" inch	$3,000.00
6" inch	$4,600.00
8" inch or larger	To Be Determined

AID TO CONSTRUCTION FEE

Section 98-57 City Ordinance for Construction Fee

(a) In order to connect to the City of St. Marys water and/or wastewater utility system, all residential, commercial, institutional, industrial or any other structure requiring water and/or wastewater utility services, shall pay an aid-to-construction fee in addition to any fees required by ordinance prior to connecting to the city water and/or wastewater system.

(b) The aid-to-construction fee will be based upon improvements needed for the water or wastewater infrastructure and construction or expansion of the water or wastewater treatment facilities serving the city. The city currently has three wastewater treatment facilities with another facility being proposed for future development. The current wastewater treatment plants are known as the Point Peter Plant, Weed Street Plant and Scrubby Bluff Plant. Each aid-to-construction fee will be based on the expansion or construction needed for any and all improvements or expansions of the water and wastewater plants serving the city. These fees will only be used for the improvement or expansion of the water and wastewater treatment facilities located within the city.

(c) The aid-to-construction fee for commercial subdivisions and/or structures, and residential subdivisions and/or structures shall be calculated based on the estimated average daily water consumption of each type of structure or unit as outlined in Table 98-57.1, multiplied by the estimated construction cost per gallon, as listed in the fee ordinance, then multiplied by the number of units. The estimated aid-to-construction cost per gallon shall increase May 1 of each succeeding year, beginning in May 2010, at a rate of five percent. If the proposed use is not included in Table 98-57.1, then the daily average water consumption rate shall be determined by the mayor and council and/or their designee.

Owner/Developer of any structure shall have the option of providing an Earthcraft or LEED (Leadership in Energy and Environmental Design) certified facility that may modify the daily average water consumption rate as listed in Table 98-57.1 The aid-to-construction fee shall be the lower of the figures derived from using either figures from 98-57.1 or the LEED or Earthcraft certified figures. The City will only accept certified LEED or Earthcraft figures from a current Georgia registered professional engineer or current Georgia registered architect.

For example: for a 2011 development with 50 units of one bedroom apartments the fee would be GPD (Table 98-57.1) X Cost Per Gallon X Unit Total = Aid-To-Construction Fee or 150 X $12.58 X 50 = $94,350.00 would be the aid-to-construction fee.

(d) Aid-to-construction fee for commercial or residential projects that do not require subdivision review and approval shall be paid with submittal of a request for a building permit. Aid-to-construction fee for commercial or residential subdivisions shall be paid prior to submittal of final subdivision approval by the Planning Commission.

(e) Any addition(s) made to the current structure shall pay an aid-to-construction fee in an amount of either the added estimated water consumption resulting from any addition to the current structure(s) or an amount based on square footage of the proposed addition, whichever is smaller, using Table 98-57.1. Addition shall be defined as a physical addition to the existing structure, and not interior renovations or building envelope renovations. Added estimated water consumption shall be

defined as the difference between the current number of fixtures and their related consumption. Earthcraft and LEED certification may also be used for existing structures. The relocation of one or more fixtures within the same existing building envelope will not require an aid-to-construction fee.

(f) For any commercial or residential subdivision, a final plat will not be submitted to city council for approval until after receipt of any related fees – including the aid-to-construction fee. For projects not requiring subdivision, a building permit will not be issued until after receipt of any related construction fees – including the aid-to-construction fee. Engineering plans will not be approved until after receipt of any and all construction fees.

Note: See next page for Table 98-57.1

Aid To Construction Fee

Table 98-57.1

	A	B
1	**Structure Type**	**Water Usage in Gallons Per Day(GPD)**
2	Airport	2 Per Passenger Plus 14 Per Employee
3	Assembly Hall	2 Per Seat
4	Barber Shop/Beauty Parlor	55 Per Chair
5	Boarding House	60 Per Room
6	Boarding House with Laundering Services	60 Per Room Plus 500 Per Washing Machine
7	Boarding House with Dishwashing Machine	60 Per Room Plus 50 Per Dishwashing Machine
8	Bowling Alley	75 Per Lane
9	Car Wash with Wand Wash	200 Per Bay
10	Car Wash with Hand Wash	700 Per Location
11	Car Wash with Drive Thru Automated Wash	3,500 Per Site
12	Call Center	5 Per 100 Square Feet of Building
13	Clinic-Medical/Surgical/Outpatient	150 Per Exam Room
14	Clinic-Psychiatric-Non Exam	See Office Listing
15	Correction Institution/Prison/Jail	125 Per Bed Plus 10 Per Employee
16	Club-Non-Residential Recreation Facility	Consumption Per Member To Be Determined By Review Of Type And Capacity By Designated Staff
17	Club-Residential Recreation Facility	Consumption Per Member To Be Determined By Review Of Type And Capacity By Designated Staff
18	Daycare	10 Per Employee
19	Dental Office	150 Per Chair
20	Department Store - Retail	5 Per 100 Square Feet of Building
21	Drug Store	300 Per Store
22	Factory/Manufacturing Facility	15-35 Per Person Per Shift As Determined By Review Of Process Not Including Water/Sewer Needed For The Process Used
23	Funeral Home	10 Per 100 Square Feet
24	Highway Rest Areas	GPD Per Person Per Day Based On Engineering Criteria For Size Of Bldg. And Anticipated Use Factors As Submitted By GADOT, Reviewed And Approved By The City Manager Or Designated Staff Member
25	Hospital	100 Per Bed
26	Hotel/Motel - No Kitchens	60 Per Room For 2 Persons-Each Extra Person Add 25 GPD
27	Hotel/Motel Plus Food Service	60 Per Room Plus Food Service As Listed Above
28	House Of Worship	1 Per Seat
29	House Of Worship With Daycare Or School	1 Per Seat Plus 10 Per Each School Personnel
30	House Of Worship Fellowship Hall With Kitchen	25 Per Seat Plus 50 Per Seat For Dishwashing
31	Kennel	15 Per Cage

	A	B
32	Kindergarten No Meals	10 Per Person
33	Kitchen For Daycare Or Kindergarten	10 Per Person
34	Lanundry Self Service	200 Per Machine
35	Laundry Commercial	1,000 Per Machine
36	Manufactured Home Park	300 Per Site
37	Marina Without Bathhouse	10 Per Boat Slip
38	Multi-Family - One Bedroom	100 Per Unit
39	Multi-Family - Two Bedrooms	150 Per Unit
40	Multi-Family - Three or More Bedrooms	200 Per Unit Plus 50 Per Additional Bedroom
41	Nursing Home	150 Per Bed
42	Office (Except Medical or Dental)	15 Per Person
43	Parks - Day Use With Flush Toilets	Consumption Per Member To Be Determined By Review Of Type And Capacity By Designated Staff Not To Exceed 5 Per Person
44	Picnic Areas With Flush Toilets	Consumption Per Member To Be Determined By Review Of Type And Capacity By Designated Staff Not To Exceed 5 Per Person
45	Physician's (Medical) Office	10 Per Outpatient Procedure Room Plus 10 Per Exam Room
46	Residential - One Bedroom	150 Per Unit
47	Residential - Two Bedrooms	200 Per Unit
48	Residential - Three or More Bedrooms	300 Per Unit Plus 50 Per Additional Bedroom
49	Restaurant - Less Than 24 Hour Service	25 Per Seat - Add 500 To Each Use For A Laundering Service And Add 500 To Each Use For An Automated Dishwashing Service
50	Restaurant - 24 Hour Service	50 Per Seat - Add 500 To Each Use For A Laundering Service And Add 500 To Each Use For An Automated Dishwashing Service
51	Restaurant - Drive-In	30 Per Car Space - Add 500 To Each Use For A Laundering Service And Add 500 To Each Use For An Automated Dishwashing Service.
52	Restaurant - Carry Out Only	35 Per 100 Square Feet Of Building - Add 500 To Each Use For A Laundering Service And Add 500 To Each Use For An Automated Dishwashing Service
53	Retail	400 Per Toilet Room
54	Schools - Day, No Showers Or Cafeteria	15 Per Student And Staff
55	Schools - Day With Cafeteria	20 Per Student And Staff
56	Schools - Day With Showers And Cafeteria	25 Per Student And Staff
57	Service Station, Full Service (Fuel And Convenience Items)	25 per 100 Square Feet
58	Service Station With Garage Repairs	100 Per Pump
59	Shopping Centers	.16 Per Square Feet
60	Speculative Buildings	.1 Per Square Feet Adjusted Upon Occupancy

Aid To Construction Fee

Table 98-57.1

	A	B
61	Stadium	2 Per Seat
62	Storage - Mini Warehouse	1.5 Per 100 Square Feet (Gross)
63	Swimming Pools Except Residential Pools	10 Per User Based On Legal Code Occupancy
64	Tavern, Bar, Lounge - No Meals	15 Per Seat
65	Tavern, Bar, Lounge - With Meals	15 Per Seat Plus Food Service Plus Usage For "Restaurant-Less Than 24 Hour Service" As Listed Above
66	Travel Trailer (RV) Park	150 Per Space
67	Theater - Drive In	3 Per Car
68	Theater - Inside Fixed Seating	3 Per Seat
69	Veterinarian Office	20 Per 100 Square Feet (Gross)
70	Warehouse	400 Per Toilet Room
71	Construction Not Described Above	Water/Sewer Usage Costs As Determined By The City Manager And/Or Staff Member As Designated By The City Manager Not To Exceed $100,000 (Aid To Construction only). Water/Sewer Usage Costs Above $100,001 Must Be Determined By City Council With Recommendation From The City Manager And/Or Staff Member As Designated By The City Manager.

CITY OF ST. MARYS

BUILDING PERMIT APPLICATION

BP

PERMIT NUMBER: _____ DATE APPLIED : _____

PROJECT ADDRESS: _____ LOT #: _____
TAX PARCEL NUMBER: _____
SUBDIVISION: _____

OWNER'S NAME: _____ PHONE: _____
ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____

CONTRACTOR'S NAME: _____ PHONE: _____
NAME OF BUSINESS: _____
ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____
CONTRACTOR'S LICENSE NUMBER: _____ EXPIRATION : _____
COUNTY/CITY OF OCCUPATIONAL TAX LICENSE & NUMBER: _____
EXPIRATION DATE ON COUNTY/CITY LICENSE: _____
PROPOSED USE: _____

ACTUAL CONTRACT COST: _____ COPY OF CONTRACT ATTACHED _____
(GENERAL CONSTRUCTION WORK INCLUDING TRADES)

SPECIAL CONDITIONS: _____ SQUARE FOOTAGE: _____
_____ OCCUPANCY TYPE: _____
_____ CONSTRUCTION TYPE: _____

*******NOTICE *******

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN SIX MONTHS, OR IF CONSTRUCTION OR WORK IS SUSPENDED, OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK IS STARTED. WORK MUST BE COMPLETED WITHIN 24 MONTHS FROM DATE OF PERMIT ISSUANCE.

****PERMIT FEES ARE NON REFUNDABLE****

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

_____ ___/___/___
SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT DATE

CITY OF ST. MARYS

E1

ELECTRICAL PERMIT APPLICATION

PERMIT NUMBER: _____ APPLICATION DATE: _____

PROJECT ADDRESS: _____

CONTRACTOR'S INFORMATION:

CONTRACTOR'S NAME: _____

NAME OF BUSINESS: _____

ADDRESS: _____ PHONE #: _____

CITY: _____ STATE: _____ ZIP CODE: _____

STATE LICENSE NUMBER: _____

EXPIRATION DATE ON ELECTRICAL LICENSE: _____

COUNTY/CITY OF OCCUPATIONAL TAX LICENSE & NUMBER: _____

EXPIRATION DATE ON COUNTY/CITY LICENSE: _____

WRITE A DESCRIPTION OF THE WORK YOU ARE DOING: _____

_____

_____

COPY OF CONTRACT TO BE SUBMITTED WITH THIS APPLICATION

FEE CALCULATED @ 2% OF THE "ACTUAL CONTRACT COST" PLUS A $50.00 ADMINISTRATIVE FEE

LOW VOLTAGE WIRING ON THE PROJECT: _____ NO _____ YES

IF YES, PLEASE COMPLETE THE LOW VOLTAGE APPLICATION

DRAWING(S) ATTACHED: _____ NO _____YES _____NOT APPLICABLE EXPLAIN WHY:

_____

_____

_____

IS THIS FOR RECONNECTION OF DISCONTINUED SERVICE: _____

LICENSEE SIGNATURE: _____ DATE: _____

CITY OF ST. MARYS

E2

ELECTRICAL LOW VOLTAGE PERMIT APPLICATION

PERMIT NUMBER: _____ APPLICATION DATE: _____

PROJECT ADDRESS: _____

CONTRACTOR'S INFORMATION:

CONTRACTOR'S NAME: _____

NAME OF BUSINESS: _____

ADDRESS: _____ PHONE #: _____

CITY: _____ STATE: _____ ZIP CODE: _____

STATE LICENSE NUMBER: _____

EXPIRATION DATE ON LOW VOLTAGE LICENSE: _____

COUNTY/CITY OF OCCUPATIONAL TAX LICENSE & NUMBER: _____

EXPIRATION DATE ON COUNTY/CITY LICENSE: _____

WRITE A DESCRIPTION OF THE WORK YOU ARE DOING: _____

_____

_____

COPY OF CONTRACT TO BE SUBMITTED WITH THIS APPLICATION

FEE CALCULATED @ 2% OF THE "ACTUAL CONTRACT COST" PLUS A $50.00 ADMINISTRATIVE FEE

ELECTRICAL ON THE PROJECT: _____ NO _____ YES

IF YES, PLEASE COMPLETE THE ELECTRICAL APPLICATION

DRAWING(S) ATTACHED: _____ NO _____YES _____NOT APPLICABLE EXPLAIN WHY:

_____

_____

_____

LICENSEE SIGNATURE: _____ DATE: _____

CITY OF ST. MARYS

PLUMBING PERMIT APPLICATION

P

PERMIT NUMBER: _____ DATE APPLIED: _____

PROJECT ADDRESS: _____

CONTRACTOR'S INFORMATION:

CONTRACTOR'S NAME: _____ PHONE #: _____

NAME OF BUSINESS: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

STATE LICENSE NUMBER: _____

EXPIRATION DATE ON PLUMBING LICENSE: _____

COUNTY/CITY OF OCCUPATIONAL TAX LICENSE & NUMBER: _____

EXPIRATION DATE ON COUNTY/CITY LICENSE: _____

WRITE A DESCRIPTION OF WORK YOU ARE DOING: _____

_____

_____

COPY OF CONTRACT TO BE SUBMITTED WITH THIS APPLICATION

FEE CALCULATED @ 2% OF THE "ACTUAL CONTRACT COST" PLUS A $50.00 ADMINISTRATIVE FEE

DRAWING(S) ATTACHED: _____ NO _____ YES _____ NOT APPLICABLE EXPLAIN WHY:

_____

_____

_____

LICENSEE SIGNATURE: _____ DATE: _____

CITY OF ST. MARYS
MECHANICAL PERMIT APPLICATION

M

PERMIT NUMBER: _____ DATE APPLIED: _____

PROJECT ADDRESS: _____

CONTRACTOR'S INFORMATION:

CONTRACTOR'S NAME: _____ PHONE #: _____

NAME OF BUSINESS: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

STATE LICENSE NUMBER: _____

EXPIRATION DATE ON MECHANICAL LICENSE: _____

COUNTY/CITY OF OCCUPATIONAL TAX LICENSE & NUMBER : _____

EXPIRATION DATE ON COUNTY/CITY LICENSE: _____

WRITE A DESCRIPTION OF WORK YOU ARE DOING: _____

_____

_____

COPY OF CONTRACT TO BE SUBMITTED WITH THIS APPLICATION

FEE CALCULATED @ 2% OF THE "ACTUAL CONTRACT COST" PLUS A $50.00 ADMINISTRATIVE FEE

DRAWING(S) ATTACHED: _____ NO _____ YES _____ NOT APPLICABLE EXPLAIN WHY:

_____

_____

_____

LICENSEE SIGNATURE: _____ DATE: _____

State of Georgia Licensing Board for Residential and General Contractors

Authorized Permit Agent Form

License verification by permitting office should be verified by visiting www.sos.ga.gov and clicking on Search for a Professional License.

Licensed Contractor: _____ Individual and/or _____ Qualifying Agent

Name of Licensed Individual: _____
(Please attach a copy of individual or company license reflecting company and qualifying agent license number)

License Number of Individual or Qualifying Agent: _____

Name of Licensed Company (if applicable): _____

I, _____, hereby designate
(Licensed Individual or Qualifying Agent)

_____ to apply for and obtain the permit(s) for the project at:
(Please attach a copy of the authorized permit agent's driver's license)

_____, Lot Number: _____
Street Address

_____
Apartment or Suite Number

_____
City Zip Code

I, the undersigned, being the contractor as either an individual or a qualifying agent, do hereby affirm and swear, under oath, that all information on this form and on accompanying documents are true and correct.

Signature of Individual or Qualifying Agent _____

State of _____, County of _____

Subscribed and sworn before me this _____ day of _____ 20_____

Signature of Notary Public _____

Expiration of Notary _____ Seal

LOT INSPECTION REPORT FOR

LOT

EXAMPLE OF LOT INSPECTION REPORT

ITEMS CHECKED:

CORNER STAKES	☐	BATTER BOARDS STRING LINES	☒
FORM BOARDS	☐	CONC. FOUNDATION	☐
FLOOR SLAB	☐	EXIST. STRUCTURE	☐

LOT CORNERS: FOUND ALL ☒

RESET. _____

REQUIRED LOWEST FINISHED FLOOR (BY LOCAL GOVERNMENTAL AGENCIES) 1.0' ABOVE CL ROAD

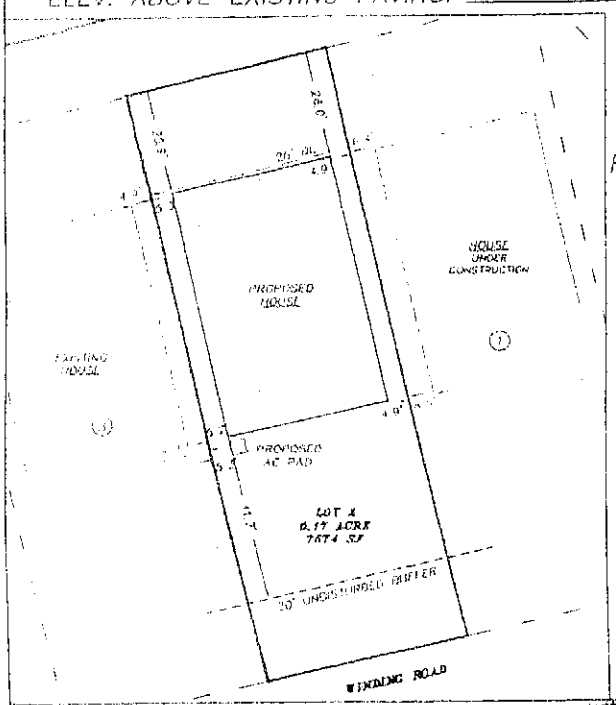
REQUIRED FINISHED FLOOR AS PER SITE PLAN 16.7'

BUILDING CONFORMS WITH SETBACK REQUIREMENTS & FLOOD ZONE REGULATIONS

FINISHED FLOOR ELEV.: 16.8'

ELEV. ABOVE EXISTING GRADE: ±1.4'

ELEV. ABOVE EXISTING PAVING: ±1.6'



CORRECTED BY: _____

DATE: _____

RE-INSPECTED BY: _____

DATE: _____

APPROVED BY: _____

DATE: _____

SETBACK REQUIREMENTS:

FRONT: 25'

SIDES: 5' (10' BETWEEN HOUSES)

REAR: 10' (20' BUFFER)

CHECKED BY: ERIC TAYLOR

DATE: 04/30/2013

F.B. DATA COLLECTOR

APPROVED BY: [signature]

DATE: 04/30/2013

GEORGIA REGISTERED No. 3251 LAND SURVEYOR D.E. TAYLOR

PREPARED BY:

CUMBERLAND LAND SURVEYORS
300 CAMDEN AVE
WOODBINE, GEORGIA 31569
(912)-576-8854