



CITY OF ST. MARYS
ITEMS REQUIRED FOR A
BUILDING PERMIT APPLICATION

BP1

Building Department
Revised: August 27, 2009

TWO (2) COPIES OF ALL DOCUMENTS MUST BE SUBMITTED WITH APPLICATION:

A. SITE PLAN PREPARED BY A GEORGIA REGISTERED SURVEYOR SHOWING THE FOLLOWING:

1. Property dimensions and orientation,
2. Location and description of property boundary markers,
3. The 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 sewer and water connections.

B. ALL DOCUMENTS (ITEMS C-H) MUST BE SIGNED AND SEALED BY A GEORGIA REGISTERED ENGINEER AS REQUIRED BY GEORGIA LAW 43-15-24, AND/OR A GEORGIA REGISTERED ARCHITECT AS REQUIRED BY GEORGIA LAW 43-4-14.

C. FOUNDATION PLAN AND DETAILS

D. FLOOR PLAN

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

E. ELEVATION DETAILS

F. WALL DETAILS (INTERIOR AND EXTERIOR)

G. ELECTRICAL PLAN

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

H. PLUMBING PLAN

1. Fixture Layout,
2. Drain Layout & Size,
3. Water Pipe Layout & Size,
4. Size of Water Meter.

I. 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").

J. BUILDING PERMIT APPLICATION REQUIREMENTS:

1. Project Address,
2. Project Location (Lot Number),
3. Subdivision Name,
4. Owner's Name,
5. Owner's Address,
6. Contractor's Company Name,
7. Contractor's Address,
8. Engineer's Name,
9. Valuation of Project,
10. Total Square Footage,
11. Signature of contractor or authorized agent.

K. ELECTRICAL PERMIT

1. Contractor's company name and all information,
2. License holder's signature,
3. All blanks filled out completely.

L. PLUMBING PERMIT

1. Contractor's company name and all information,
2. License holder's signature,
3. ALL blanks filled out completely.

M. MECHANICAL PERMIT

1. Contractor's company name and all information,
2. License holder's signature,
3. ALL blanks filled out completely.