



Community Affairs
5000 Austell Powder Springs Rd
Suite 141
Austell, GA 30106
Office: (770) 944-4309
Web: www.austellga.gov

RESIDENTIAL PERMIT APPLICATION

All contractors are required to have a Georgia Contractor's License and a business license from a Georgia municipality

Date of Submittal:
Date of Issuance:
Staff:
Cost of permit:

*Note: A separate permit is required for each building or structure on which work is to be done. If the building contains more than (1) Dwelling unit, a separate permit is required for each unit in which work will be done.
* Homeowners doing permits under their name must sign a Home\owner permit request form.

Expiration of Permits: A building permit for new construction shall be valid for a period of 1 year. The building permits will expire at the end of the issuance day the following year whether work has been completed or not at which time the permit will be required to be renewed for work to continue. The renewal shall be submitted in writing by the permit holder prior to such permit expiring. If you fail in renewing your permit and continue to work under an expired permit you will be found in violation of the ordinance, resulting in a fine starting at \$150.00- or 2-days incarceration for your first violation. If your permit is not picked up within 30 days of the issuance day you will pay double fees.

THE FOLLOWING ITEMS MUST BE ATTACHED TO THE APPLICATION BEFORE ZONING AND THE BUILDING DEPARTMENT WILL APPROVE YOUR PERMIT.

- Front Elevation
Foundation Plan
Floor Plan for Each Floor
Site plan showing the location of the house and all structures
Copy of State Card, Business License and DL of state card Holder. (if applicable)
Permit Agent form and DL of agent. (if applicable)
Homeowner affidavit (if applicable)

Please bring 2 sets of plans and a digital copy with the items listed above on the day you submit. Permits will not be accepted if we do not have these items. ALL PLANS SHOULD BE DRAWN TO SCALE AND HAVE A VALID SEAL FROM AN ARCHITECT OR ENGINEER WHOSE REGISTRATION IS CURRENT IN THE STATE OF GEORGIA. IF YOU ARE A HOMEOWNER YOU MUST HAVE LEGIBLE AND COMPLETE PLANS.

Permit #: Parcel ID: Date:
New Home Addition Renovation Fire Damage HB493
Basement Finish Demolition Accessory Structure (Type):

*Lot: *Subdivision:

*Property Address:

*Property Owner:

*Property Owner's Current Mailing Address:

*Property Owner's Phone: Email:

*City: *State: *Zip:

* Finished Sq. Footage (Heated/Livable): # of Rooms: # of Baths:

Unfinished Basement Sq Ft (Not Garage):

Finished Basement Sq Ft (Not Garage):

Finished Unfinished Attic Sq Ft (Usable Space Only):

Fireplace (Give Type & Quantity): Masonry x Prefab x Gas x



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Installed By: _____
Porch Sq Ft: _____ Patio Sq Ft: _____ Deck Sq Ft: _____ Accessory Sq Ft: _____
Covered Sq Ft: _____ / _____ / _____ Un-Covered Sq Ft: _____ / _____ / _____
Garage Sq Ft: _____ Carport Sq Ft: _____ [] Enclosed [] Open Shed/Storage Bldg.: _____
Exterior Covering: [] Brick Veneer [] Vinyl [] Wood Siding [] Other: _____

Please check if building/job will have any of the following new work performed:

Heating/Air: [] YES [] NO Electrical: * [] YES [] NO Plumbing: [] YES [] NO

Foundation Demo: [] YES [] NO

*Briefly describe work being done: _____

_____ Building Valuation: _____

*Contractor/Company: _____ Email: _____

* Address: _____ *City: _____ *State: _____ *Zip: _____

*Phone: _____ *State License #: _____ *Exp: _____

*Erosion Control Certification #: _____ *Exp: _____

*Business License Number: _____ * Exp: _____

[] Sewer [] Septic LDP: _____ Site Approval: _____

* only one electrical meter allowed per residential lot

* Signature of Applicant: _____ * Printed Name: _____

[] ID Verified [] Proof of Ownership Verified Clerk's Initials: _____

RE-INSPECTION FEES: Trade Inspections - \$50.00 each occurrence.

Work Commencing Without a Permit: Where any work for which a permit is required is started without such a permit having been issued, the applicable fees shall be doubled. (This includes permits for Building, Electrical, Plumbing, Mechanical, Gas Etc.) The payment of such a double fee shall not relieve any persons from fully complying with the requirements if all applicable codes and City Ordinances including on work already performed, concealed, or otherwise not inspected, nor shall it relieve them from any other penalties as may be prescribed by law. As stated by the city's ordinance Article 1 Section 22-2 the first violation will result in a fine \$150.00 dollars or 2 days incarceration increasing with each violation.

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 any other state or local law regulating construction or the performance of construction.

CONTRACTOR OR AUTHORIZED AGENT - PRINT NAME

DATE
SIGNATURE OF CONTRACTOR OR AUTHORIZED



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Energy Code

The provisions of the Georgia State Minimum Standard Energy Code, as adopted and amended the Georgia Department of Community Affairs, shall regulate the design of building envelopes for adequate thermal resistance and low air leakage, as well as the design and selection of mechanical, electrical, service water heating and illumination systems and equipment that will enable the effective use of energy in new building construction. **Any duct or envelope tightness verification or testing required by this Code shall be performed by an independent contractor hired by the builder.** The results of such testing shall be made available to the Building Official for his/her acceptance. Failures in meeting the provisions of the Code concerning duct and envelope tightness shall result in the testing being required to be performed again, after corrections to deficiencies have been made, and a re-inspection fee in the original amount has been paid.

The air tightness of the building, dwelling or dwelling unit(s) shall be performed in accordance with Code and after all rough-in inspections have been approved, after the installation of all exterior and interior wall coverings and after installation of all penetrations of the building envelope, including doors and windows and penetrations for utilities, plumbing, electrical, ventilation, combustion appliances, etc.

FOR OFFICE USE ONLY

ZONING APPROVAL: _____
STORMWATER APPROVAL: _____
FLOOD ZONE: _____

Stipulations / Comments