



What Do I Need For A Permit

Completed application
 One (1) electronic, in pdf format, two (2) sets of drawings; Page size minimum 11” x 17” maximum 24”x36” (one set must be the original).
 Site plan and/or property plat including all of the existing and new structures.
 General Notes
 Structural Plans
 Elevations Plans
 Energy Efficiency (REScheck) or (COMcheck)
 Electrical Plans
 Plumbing Plans
 Gas Plans and Calculations
 Mechanical Plans
 Parking / Driveway
 Historic District; Certificate or Appropriateness
 Planned Unit Overlay; Site Design Standards
 Allow ten (10) business days for the application review by staff before the permit is issued

All construction must conform to the current adopted codes with State of Georgia Amendments

- 2018 International Residential Code
- 2018 International Building Code
- 2018 International Energy Efficiency Code
- 2018 International Mechanical Code
- 2018 International Plumbing Code
- 2018 International Swimming pool and Spa Code
- 2020 National Electrical Code
- 2010 Georgia ADA Code

Construction details and specifications help the building department find problems before they occur in the field.

Construction Documents are Required by the Building Codes.

R106.1 Submittal documents. Submittal documents consisting of construction documents, and other data shall be submitted in two or more sets with each application for a permit. The construction documents shall be prepared by a registered design professional where required by the statutes of the jurisdiction in which the project is to be constructed. Where special conditions exist, the building official is authorized to require additional construction documents to be prepared by a registered design professional.

The Georgia Construction Code Amendments can be located at:

<https://www.dca.ga.gov/local-government-assistance/construction-codes-industrialized-buildings/construction-codes>

R106.1.1 Information on construction documents. Construction documents shall be drawn upon suitable material. Electronic media documents are permitted to be submitted where approved by the building official. Construction documents shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this code and relevant laws, ordinances, rules and regulations, as determined by the building official.

The emphasis of this section is on the clarity, completeness and accuracy of the construction documents. A wide variety of individuals will be using the construction documents to perform their specific tasks. Therefore, it is critical that there be no confusion about the intent of the designer based on the information in the plans and other documents.

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