



RESIDENTIAL - ADDITIONS

- Building Permit Application – Completed
 - Copy of State of GA Contractor License, current business license, driver license
 - Or Homeowner Declaration
 - Responsible Party Affidavit
- Site Plan – 3 sets
 - See Planning & Zoning Requirements for Building Permit Applications
 - See Engineering/Stormwater/Erosion & Sediment Control Checklist
- Construction Drawings (drawn to scale) - 3 sets
 - All rooms must be identified as to use
 - Electrical Plans
 - Residential Plan Review Data Sheet
 - Structural Drawings including roof and floor framing
 - 2009 Code Compliant RESCHECK report - (<https://energycode.pnl.gov/REScheckWEB>)

RESIDENTIAL - INTERIOR ALTERATIONS

- Construction Drawings (drawn to scale) - 3 sets
 - All plans must show Existing and Proposed
 - All rooms must be identified as to use
 - Electrical plans

RESIDENTIAL - DECKS & PORCHES

- Construction Drawings (drawn to scale), including Elevation - 3 sets
 - Structural Plans
 - Stairway and Handrail Detail
 - See Georgia Amendment Prescriptive Deck Requirements
- Site Plan - 3 sets
 - See Planning & Zoning Requirements for Building Permit Applications
 - See Engineering / Stormwater / Erosion & Sediment Control Checklist for Building Permit

SITE DEMOLITION PERMIT

- Site Demolition Permit Application - Completed

- Vermin abatement letter and Asbestos abatement letter
- Site plan - 3 sets
 - See Planning & Zoning Requirements
 - See Engineering / Stormwater / Erosion & Sediment Control Checklist for Building Permit

COMMERCIAL NEW CONSTRUCTION (includes Multi-Family)

- Building Permit Application - Completed
 - Copy of State of Georgia Contractors License
 - Copy of Current Business License
 - Copy of valid Driver's License
- Construction Drawings (Sealed when required) - 3 sets
 - Structural drawings with MEPs
 - COMcheck completed
- Site Plan - 3 sets
 - See Planning & Zoning requirements and Site Plan checklist
 - See Engineering / Stormwater / Erosion & Sediment Control Checklist
- Peach County Watershed approval (when applicable) may be required after review
- Peach County Health Department approval (when applicable)

COMMERCIAL - INTERIOR ALTERATIONS

- Building Permit Application - Completed
 - Copy of State of Georgia Contractors License
 - Copy of Current Business License
 - Copy of valid Drivers License
- Construction Drawings (Sealed when required) - 3 sets
 - All Plans must show Existing to Proposed
 - All rooms must be identified as to use
 - All Mechanical, Plumbing and Electrical must be shown on Plans
- Peach County Watershed approval (when applicable) may be required
- Peach County Health Department approval (when applicable)

TRADE PERMIT APPLICATION (Mechanical, Electrical, & Plumbing)

- Trade Permit Application - Completed
- Copy of State of Georgia Trade Contractors License
- Copy of Current Business License

- Copy of valid Drivers License
- Authorized Agent Form, if necessary

RETAINING WALL

- Building Permit Application - Completed
- Drawings (Engineered, if required) - 3 sets
- Site Plan drawn to scale - 3 sets
- Copy of Current Business License
- Copy of valid Driver's License

SWIMMING POOL

- Swimming Pool Permit Application - Completed
- 3 Site Plans - Dimensioned, detailed plans showing -
 - Fence location
 - Pool location
 - Equipment location
 - Related plumbing from pool to pool equipment
 - Related electrical components, including but not limited to; pool lights, pool equipment, disconnet, pump size and rating source of power
 - Equipotential system & barrier and/or alarm requirements
 - Copy of Current Business License

PLANNING & ZONING REQUIREMENTS FOR BUILDING PERMIT APPLICATIONS

RESIDENTIAL REQUIREMENTS - NEW CONSTRUCTION & ACCESSORY STRUCTURES

- Site plan must be drawn to scale and provide the following;
 - Provide zoning district on plans
 - All applicable setbacks including average front yard setbacks
 - Indicate existing and proposed impervious surface ration
 - All applicable zoning buffers, easements and landscape strips shall be labeled on plans
 - Note the locations of streams, and the associated state and city stream buffers, both on the property and adjacent to the property. If no such streams and/or streams buffers exist, note their absence of the plans.
 - Proposed building footprint - *New single-family residential; accesory structure(s)*
 - Indicate the location and height of any retaining walls, if applicable (separate permit required)
 - Submit building elevations
 - Submit notice of variance approval, if applicable

RESIDENTIAL REQUIREMENTS - ADDITIONS (including porches & decks)

- Site plan must be dawn to scale and provide the following;
 - Provide zoning district on plans
 - All applicable setbacks including average front yard setbacks
 - Indicate existing and proposed impervious surface ration
 - All applicable zoning buffers, easements and landscape strips shall be labeled on plans
 - Note the locations of streams, and the associated state and city stream buffers, both on the property and adjacent to the property. If no such streams and/or streams buffers exist, note their absence of the plans.
 - As-built and proposed building footprints -*Residential addition; residential decks & porches; swimming pools*
 - Indicate the location and height of any retaining walls, if applicable
 - Submit building elevations
 - Submit notice of variance approval, if applicable

COMMERCIAL REQUIREMENTS - NEW CONSTRUCTION

- Site plan must be drawn to scale and provide the following;
 - Provide zoning district on plans
 - All applicable setbacks
 - Indicate existing and proposed impervious surface ration
 - All applicable zoning buffers, easements and landscape strips shall be labeled on plans
 - Note the locations of streams, and the associated state and city stream buffers, both on the property and adjacent to the property. If no such streams and/or streams buffers exist, note their absence of the plans.
 - Proposed building footprint and parking shall be provided on plans
 - Submit building elevations - Typically required if conditioned to specific architectural elevations through a rezoning process or is located in an overly district.
 - Submit notice of variance approval, if applicable.

BUILDING PERMIT SUBMITTAL REQUIREMENTS CHECKLIST

NEW SINGLE FAMILY RESIDENTIAL

- Building Permit Application – Completed
 - Copy of State of GA Contractor License, current business license, driver license
 - Responsible Party Form
 - Authorized Agent form, if needed
 - Or Homeowner Declaration
- Site Plan – 3 sets
 - See Planning & Zoning Requirements for Building Permit Applications
 - See Engineering/Stormwater/Erosion & Sediment Control Checklist
- Construction Drawings (drawn to scale) - 3 sets
 - Plans must display stamp of certified architect or structural engineer
 - All rooms must be identified as to use
 - Electrical Plans
 - Residential Plan Review Data Sheet
 - Structural Drawings including roof and floor framing
 - 2009 Code Compliant RESCHECK report -
(<https://energycode.pnl.gov/REScheckWEB>)