

McIntosh County Building & Zoning
912-437-6603
P.O. Box 2694
100 Madison Street
Darien, GA 31305



**In order to obtain a permit for
Repair, Renovation/Remodel, or Alteration
of a home,
you must have the following:**

1. Copy of your **septic permit receipt**.
2. Copy of your County **water tap in receipt**.
3. **Approval from Road Dept.** on your new or existing driveway.
4. A copy of your **approved plat**.
5. A **plot plan** with measurements from property lines.
6. **Two (2) complete sets of plans**, including a footing and wall detail.
7. **One (1) complete set of plans**, including a footing and wall detail, on a **jump/thumb drive**.
8. A copy of the **business license & state license for your General Contractor, Electrician, Plumber, & HVAC contractor**, as well as a copy of the **Concrete Contractor's business license**.
9. **Building application page, Contractors' page, and Affidavit sheets** filled out.

Important Phone Numbers

Environmental Health Department (for septic permit): (912) 832-5473
McIntosh County Road Department: (912) 832-5220

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PERMIT #

(For Office Use Only)

McIntosh County, Ga. Building Department Building Application

In order to obtain a permit for **Repair, Renovation/Remodel, or Alteration** you must have the following information:

Owner/Applicant: _____

Property Address: _____

Mailing Address: _____

Telephone #: _____

Contact Name & Telephone #: _____

Contractor: General: _____

Electrician: _____

Plumber: _____

HVAC: _____

Map & Parcel #: _____ **Lot #:** _____ **Zoning:** _____ **Flood Zone:** _____

Class of Work: ☐ **Alteration** ☐ **Renovation** ☐ **Repair**

Description of work to be done: _____

☐ **Repair or Replace Roof** **From:** _____ **To:** _____

☐ **Repair or Replace Siding on Exterior of Structure:**

From: _____ **To:** _____

☐ **Other** _____

Please attach the following:

- ☐ Water Tap-in Receipt
- ☐ Septic Tank Permit Receipt
- ☐ Contractor Showing Cost of Job
- ☐ Environmental Health Department Approval Letter
- ☐ Plot Plan
- ☐ Two (2) complete sets of plans, including a footing and wall detail, and one (1) Jump Drive (digitized copy)
- ☐ Copy of State and Business Licenses for General Contractor, Electrician, Plumber, and HVAC Contractors
- ☐ Copy of Concrete Contractor's Business License

(Water)

_____ Community _____ Private _____ County _____

_____ Water provider _____

****NOTE****

Residences within 200 ft. of County Water must hook up to County Water.

Commercial businesses within 500 ft. of County Water must hook up to County Water.

| |
|---|
| FOR OFFICE USE ONLY Director's Approval: |
| Date: _____ Inspector's Approval: |
| Date: _____ |

PERMIT # _____
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QUICK CHECK:

Do you have ALL of the following??

If not, please DO NOT attempt to turn this application in to our office.

___ Application Sheet completed

___ Contractors' page filled out

___ Affidavit sheet signed & dated

___ Copy of septic tank permit (Inspection required due to Drain Field)

___ County water tap in receipt or any proof of water

___ Copy of driveway culvert letter

___ Copy of approved plat

___ Copy of plot plan

___ Two (2) complete sets of plans ***AND*** ___ one (1) jump drive (digitized copy) with a footing and wall detail, electrical, and plumbing diagrams. Plans must also show maximum height of roof line from grade to ground.

___ Copy of General Contractor's state and business licenses

___ Copy of Electrician's state and business licenses

___ Copy of Plumber's state and business licenses

___ Copy of HVAC state and business licenses

___ Copy of Concrete Contractor's business license

(Water)

Community ___ Private ___ County ___

___ Water provider _____

*****NOTE*****

Residences within 200 ft. of County water must hook up to County water.

Commercial businesses within 500 ft. of County water must hook up to County water.

List of subcontractors to work on this job:

General Contractor: _____

Contact #: _____

Electrical Contractor: _____

Contact #: _____

Plumbing Contractor: _____

Contact #: _____

Heating & Air Contractor: _____

Contact #: _____

Framer: _____

Contact #: _____

Concrete Contractor: _____

Insulation Contractor: _____

(Changes in Subcontractors)

If, for any reason, the subcontractors are changed or replaced, I, as the general contractor, understand that I have 48 hours to inform and present all required paperwork to the Building and Zoning Office.

FAILURE TO COMPLY WITH THE ABOVE REQUIREMENT COULD RESULT IN CRIMINAL PROSECUTION.

Printed Name of General Contractor

Date

Signature

The issuance of this permit authorizes improvements of the real property designated herein, which improvements may subject such property to mechanic's and materialmen's liens pursuant to **Part 3 of Article 8 of Chapter 14 of Title 44 of the Official Code of Georgia Annotated**. In order to protect such property and to avoid encumbrances thereon, the owner or any person with an interest in such property should consider contacting an attorney or purchasing a consumer's guide to the lien laws which may be available at building supply home centers.

Date

Signature

You are responsible for approvals from any subdivision Property Owner's Association for covenant requirements prior to actual construction.

Date

Signature

For houses being built in Flood Zone areas:

The regulation to build at or above the required flood elevation has been explained to me. I understand that areas below the required elevation may only be used for the parking of vehicles, building access (staircase or floodproofed elevators) and limited storage for equipment necessary for lawn or building maintenance. I further understand that should I violate any of these regulations I may be required to remove the enclosure, that my insurance carrier may be notified, and that further remedy may be sought through the courts.

An elevation certificate is required upon completion of the slab before continuing up with the walls.

Date

Signature

I have been explained and understand the regulations pursuant to the State of Georgia Water Quality Control Act, Title 12 Chapter 5 that **NO CONSTRUCTION** may occur within **25 feet of the marsh, 50 feet on waters** designated as "trout streams", as delineated by the Georgia Department of Natural Resources. These setbacks are considered permanent buffers and shall remain in its natural and undisturbed state.

Date

Signature

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PERMIT #

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Application for Building Permit **McIntosh County, Georgia**

Contractors' Affidavit Page:

PLEASE PRINT CLEARLY

General Contractor's Name: _____

Address: _____ Zip: _____

Phone #: _____ License #: _____

Affidavit: I swear or affirm that if permit is granted, I agree to conform to all McIntosh County Building Codes, Georgia Building, Electrical, Plumbing and Fire Codes, as well as International Residential, IBC, IMC, IPC, IFC, IFGC, NEC.

Signature: _____

Electrical Contractor's Name: _____

Address: _____ Zip: _____

Phone #: _____ License #: _____

Affidavit: I swear or affirm that if permit is granted, I agree to conform to all McIntosh County Building Codes, Georgia Building, Electrical, Plumbing and Fire Codes, as well as International Residential, IBC, IMC, IPC, IFC, IFGC, NEC.

Signature: _____

Plumber Contractor's Name: _____

Address: _____ Zip: _____

Phone #: _____ License #: _____

Affidavit: I swear or affirm that if permit is granted, I agree to conform to all McIntosh County Building Codes, Georgia Building, Electrical, Plumbing and Fire Codes, as well as International Residential, IBC, IMC, IPC, IFC, IFGC, NEC.

Signature: _____

HVAC Contractor's Name: _____

Address: _____ Zip: _____

Phone #: _____ License #: _____

Affidavit: I swear or affirm that if permit is granted, I agree to conform to all McIntosh County Building Codes, Georgia Building, Electrical, Plumbing and Fire Codes, as well as International Residential, IBC, IMC, IPC, IFC, IFGC, NEC.

Signature: _____