



Building & Zoning

106 Washington Street | Darien, GA 31305 | (912) 437-6644

BUILDING PERMIT CHECKLIST:

Do you have ALL of the following?

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

Please initial each line and turn it in with the completed Building Permit Application.

1. Copy of your City Water Tap-In Receipt. _____
2. Approval from the Public Works on your new or existing driveway. _____
3. A copy of your Approved Plat. _____
4. A copy of your Elevation Certificate (if in a flood zone). _____
5. A copy of the current Deed (showing ownership). _____
6. A Plot Plan with measurements from property lines, and all structures on the property/lot. _____
7. One complete set of Plans, including a footing and wall detail. _____
8. A copy of the business license and state license for your General Contractor, Electrician, Plumber, and HVAC Contractor, as well as a copy of the Concrete Contractor's business license. _____
9. Building Permit Application page, Contractor Information page, and Affidavit sheet. _____
10. Homeowner's Affidavit (If homeowner is acting as the General Contractor) _____

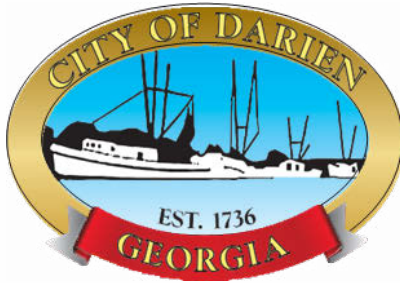
Important Phone Numbers

City of Darien Building Inspector: (912) 437-6644

City of Darien Water Clerk (for tap-in): (912) 437-6686

City of Darien Public Works: (912) 437-6469

****See the City of Darien Code of Ordinances in its entirety for any further requirements of this application by accessing the City of Darien website: www.cityofdarienga.com → Government tab → Ordinances.****



Permit Number _____

Date Received: _____
Date Issued: _____

City of Darien
P.O. Box 452 | 106 Washington Street | Darien, GA 31305 | (912) 437-6644

BUILDING PERMIT APPLICATION

DESCRIPTION OF WORK (mark all that apply) Residential Commercial Accessory
 New Demolition Addition Repair Remodel Alteration Other _____

DESCRIPTION OF CONSTRUCTION:

PROPERTY INFORMATION (additional documents may be attached if needed)

Parcel Number _____ Zoning District _____ Flood Zone _____
 Street Address _____ Located in the Historic District YES NO
 Owner's Name(s) _____ Primary Phone Number _____
 Secondary Phone Number _____ Email (required) _____
 Owner's Present Address _____ City/State/Zip _____

BUILDING INFORMATION (new or affected area only)

Total Heated Square Feet _____ Total Garage and/or Accessory Building Square Feet _____
 Total Porch/Deck Square Feet _____ Total Square Feet _____ Number of Stories _____
 Number of Rooms _____ Number of Bedrooms _____ Number of Baths _____
 Driveways _____ Walks _____ Fences _____
 Lot Dimensions _____ Acreage _____ Square Feet _____
 Type of Construction _____ Occupancy Type _____

Total Cost of Construction _____ (If applying for an alteration and/or remodel, a signed and approved estimate from the contractor and property owner must be submitted with the permit application.)

City Use Only
 _____ Engineering Building Inspector
 _____ Public Works
 _____ Historic Preservation Board
 _____ Tax Commissioner
 _____ Fire Marshal
 _____ Sewer
 _____ Water City Planner

TYPE OF CONSTRUCTION (CHECK ALL THAT APPLY):

FOUNDATION <input type="checkbox"/> CONCRETE <input type="checkbox"/> CONCRETE BLOCK <input type="checkbox"/> BRICK <input type="checkbox"/> STONE <input type="checkbox"/> PIERS	EXTERIOR WALLS <input type="checkbox"/> BRICK VENEER <input type="checkbox"/> WOOD SIDING <input type="checkbox"/> COMPOSITION <input type="checkbox"/> STUCCO <input type="checkbox"/> STONE <input type="checkbox"/> CONCRETE BLOCK <input type="checkbox"/> METAL <input type="checkbox"/> VINYL <input type="checkbox"/> CONCRETE (HARDIE)	FLOOR CONSTRUCTION <input type="checkbox"/> WOOD JOIST <input type="checkbox"/> CONCRETE SLAB <input type="checkbox"/> GRADE <input type="checkbox"/> ON FILL <input type="checkbox"/> ON PIERS	FLOORS <input type="checkbox"/> CEMENT <input type="checkbox"/> PINE <input type="checkbox"/> HARDWOOD <input type="checkbox"/> TILE <input type="checkbox"/> CARPET <input type="checkbox"/> VINYL <input type="checkbox"/> LAMINATE
ROOFING <input type="checkbox"/> ASPHALT SHINGLES <input type="checkbox"/> METAL <input type="checkbox"/> ROLL ROOFING <input type="checkbox"/> TAR & GRAVEL <input type="checkbox"/> WOOD SHINGLES <input type="checkbox"/> SLATE OR TILE	ROOF TYPE <input type="checkbox"/> HIP <input type="checkbox"/> GABLE <input type="checkbox"/> MANSARD <input type="checkbox"/> GAMBREL <input type="checkbox"/> FLAT	INTERIOR FINISH <input type="checkbox"/> DRY WALL <input type="checkbox"/> PLASTER <input type="checkbox"/> PINE <input type="checkbox"/> PANEL <input type="checkbox"/> UNFINISHED	PLUMBING <input type="checkbox"/> 4 FIX BATH <input type="checkbox"/> 3 FIX BATH <input type="checkbox"/> 2 FIX BATH <input type="checkbox"/> LAUNDRY <input type="checkbox"/> KITCHEN <input type="checkbox"/> NO PLUMBING
HVAC <input type="checkbox"/> CENTRAL HEAT & AIR <input type="checkbox"/> FLOOR FURNACE <input type="checkbox"/> ELEC BASEBOARD <input type="checkbox"/> WALL FURNACE <input type="checkbox"/> CENTRAL HEAT <input type="checkbox"/> CENTRAL AIR	INSULATION <input type="checkbox"/> CEILING <input type="checkbox"/> WALLS <input type="checkbox"/> FLOORS TYPE: _____	ELECTRICAL <input type="checkbox"/> OUTLETS & SWITCHES <input type="checkbox"/> RANGE <input type="checkbox"/> OVEN <input type="checkbox"/> DRYER <input type="checkbox"/> WATER HEATER <input type="checkbox"/> MOBILE HOME SERV <input type="checkbox"/> SIGNS <input type="checkbox"/> FUEL DISP. <input type="checkbox"/> LIFT <input type="checkbox"/> NEW SERVICE <input type="checkbox"/> REWIRING	
PORCHES <input type="checkbox"/> OWN ROOF <input type="checkbox"/> MAIN ROOF <input type="checkbox"/> OPEN PORCH <input type="checkbox"/> ENCLOSED & FINISHED	ATTIC <input type="checkbox"/> UNFINISHED <input type="checkbox"/> FINISHED	BASEMENT <input type="checkbox"/> NONE <input type="checkbox"/> DIRT FLOOR <input type="checkbox"/> WOOD FLOOR <input type="checkbox"/> CONCRETE <input type="checkbox"/> UNFINISHED <input type="checkbox"/> FINISHED	WINDOWS <input type="checkbox"/> WOOD <input type="checkbox"/> ALUMINUM <input type="checkbox"/> STEEL <input type="checkbox"/> THERM PANE

GENERAL CONTRACTOR INFORMATION

General Contractor _____ Primary Phone Number _____

Secondary Phone Number _____ Email (required) _____

Address _____ City/State/Zip _____

Business License Number _____ Issuing Authority _____ Expires ___/___/___

Provide all applicable information:

Individual State License Number _____ Qualifying Agent State License Number _____

Name of Licensed Company _____ Company State License Number _____

SUBCONTRACTOR INFORMATION

Electrical

Company Name _____ Address _____

Primary Phone Number _____ Secondary Phone Number _____

Business License Number _____ Issuing Authority _____ Expires ___/___/___

State License Number _____ Expires ___/___/___ Type of License _____

Mechanical

Company Name _____ Address _____

Primary Phone Number _____ Secondary Phone Number _____

Business License Number _____ Issuing Authority _____ Expires ___/___/___

State License Number _____ Expires ___/___/___ Type of License _____

Plumbing

Company Name _____ Address _____

Primary Phone Number _____ Secondary Phone Number _____

Business License Number _____ Issuing Authority _____ Expires ___/___/___

State License Number _____ Expires ___/___/___ Type of License _____

Permit Fees

Building permit – industrial	\$2,000	Building permit – dock	\$200
Building permit – commercial	\$1,250	Building permit – church	\$700
Building permit – single-family	\$1,150	Demolition permit	\$100
Building permit – additions or renovations	\$250	Re-inspection fee	\$50
Building permit – accessory or swimming pool	\$150	Electrical permit	\$175
Building permit – fence, sign, or driveway	\$75		

Demolition Full Demolition Partial Demolition Primary Structure Attached Accessory Structure Detached Accessory Structure Demo-Interior Demo-To Slab Demo-TotalIs Demo due to fire? Yes NoIs Demo ordered by the City of Darien Yes NoHas sewer been capped by a licensed Plumber? Yes NoHas a rodent control certificate been obtained in the last two weeks? Yes NoIs the structure a mobile home? Yes NoIf yes, have the taxes on the mobile home been paid in full? Yes No**Tax Commissioner contacted by Building Inspector _____ on ___/___/___.****PERSON TO CONTACT WHEN PLANS ARE READY AND/OR IF THERE ARE ANY QUESTIONS**

Name _____ Primary Phone Number _____

Secondary Phone Number _____ Email (required) _____

As the contractor, owner, or authorized agent, I hereby apply for a permit to erect and/or alter the structure described herein and/or on accompanying plans and specifications. If a site plan is required, the structure will be located on site as shown on the plan. If a permit is granted, the structure will be constructed as shown and will comply with all state and local codes. I understand that the structure authorized by the permit shall not be occupied and/or used until all inspections have been made, all fees have been paid, and a certificate of occupancy has been issued (if applicable). I understand that I cannot begin work on the structure until a permit has been issued. I also understand that no inspections will be made until licensed subcontractor(s) have been verified and granted applicable permit(s) according to policies of the City of Darien Building Department. I hereby certify that I am the property owner, or the authorized agent of the property owner and that all information contained herein is true and accurate.

Signature _____ Print Name _____ Date ___/___/___

This Permit shall become invalid if contractor, owner, or authorized agent fails to comply with appropriate City, State, and Federal Laws as to license requirements, applicable health regulations, zoning restrictions, environmental protection requirements, minimum standards as defined by Building, Plumbing, Electrical, and Fire Protection Codes. Construction must begin within 180 days from the date of permit issuance, otherwise the permit is null and void.

 Approved **Denied** **Building Inspector** _____ **Date** ___/___/___