



BUILDING PERMIT APPLICATION PACKET

THE CITY OF LUMPKIN 552 MLK JR DRIVE, LUMPKIN, GA, 31815



APPLICATION FOR CITY OF LUMPKIN BUILDING/RELOCATING PERMIT GUIDELINE & FEES

January 1, 2019

Apply for building/relocating permits at the City Hall, 552 MLK, Jr. Dr. Lumpkin, GA 31815

YOU WILL NEED:

A copy of Georgia Building Contractor's License

A copy of the Property card from the Tax Assessor Office

A copy stating there are no outstanding county or city property taxes.

A copy of Georgia Licenses for Electrician, Plumber, HVAC

***** OUT-OF-STATE CONTRACTORS:** CHECK LIABILITY AND WORKERS COMP. POLICIES FOR AN "ALL-STATE" RIDER. IF YOU DO NOT HAVE ONE, YOU MUST OBTAIN BOTH TYPES OF POLICIES IN GEORGIA*** If you haven't purchased an occupancy tax for the current year, you must do so before construction begins.

Liability Coverage: At least \$300,000 for single residential dwellings.

Workers Comp.: Coverage for all employees

FOR ONE ACRE LOTS, SETBACKS ARE AS FOLLOWS:

FRONT: 55 FEET ON MAJOR THOROUGHFARES; 35 FEET ON ALL STREETS

SIDE: 15 FEET ON EACH SIDE

REAR: 20 FEET

PERCULATION/SOIL TEST RESULTS: You must obtain results **BEFORE** you apply for your building permits. Contact the Stewart County Health Dept. (229) 838-6769 for septic tank permitting information.

LAND DISTURBANCE – One acre or more requires an on-site person certified in Erosion and Sedimentation Training.

*Flood insurance is recommended but not required. Floods can happen anywhere; more than 20 percent of flood claims come from properties outside the high-risk flood zone.

Please get in touch with City Hall at (229) 838-4333 for additional questions or concerns.

City of Lumpkin
Building Inspector/Code Enforcement

BUILDING PERMITS FEES:

- Commercial (New Construction & Additions)-
\$480.00 plus \$0.35 per sq. ft.
- Mobile Home-
\$375.00 plus \$0.20 per sq. ft. (New) \$480.00 plus \$0.20 per sq. ft.
- Residential building (New construction, additions & metal)-
\$480.00 plus \$0.20 per sq. ft.
- The plan review fee shall be ¼ of the permit fee and shall be with the permit application
- Pole Barn or Open Garage- \$160.00 (If it has walls or floor, add \$0.20/sq. ft.)
*With power meter: \$320.00
- Moving of any portable building onto property- \$85.00
- Moving any building or structure—\$280.00 PLUS Bond (for two inspections). If additional inspections are required, there will be a fee of \$80.00 per inspection.
- Demolition of any building or structure- \$110.00 plus \$0.20 per sq. ft. per building (Phase 1 &2 environmental)
- Issuance of any certificate of occupancy- \$80.00
- Roof- \$80.00 (new, metal or shingle) (It will be inspected before starting)
- Solar Panels
1st 10 acres - \$880.00
Over 10 acres - \$480.00
Over 20 acres - \$280.00

Plumbing Permit fee: \$85.00 for the installation or addition to any plumbing system

Electrical Permit Fee:

- Electrical work as prescribed in the NEC- \$80.00 (per meter)
- Temporary Electrical Service - \$80.00 It has to be renewed every six months.
- Construction service permits (per meter) - \$80.00
- HVAC Permit fee: \$85.00

Installation, alteration, or addition of heating, ventilating duct, air conditioning, and refrigeration systems.

Sign Permit fee:

- Ground & Monument sign - \$85.00
- Billboards (per sign) - \$225.00
- Temporary signs - \$30.00

ROAD BORING –

- Boring under dirt roads - \$300.00
- Boring under paved roads - \$650.00
- Temporary Driveways - \$85.00

ALL HIRED CONTRACTORS WILL NEED TO PROVIDE THE FOLLOWING:

- General Contractor's License
- Driver's License
- Business License
- HVAC License
- Electrical License
- Plumbing License
- 3 copies of plans
- The building Inspector MUST approve the Building Permit.
- Any work performed on a rental or commercial property must be done by a licensed contractor.
- **ALL BUILDINGS CONSTRUCTED OR RENOVATED BY AN UNLICENSED CONTRACTOR MAY NOT BE RENTED, LEASED, OR SOLD FOR TWO (2) YEARS FROM RENOVATION.**

*Permits must be obtained from Lumpkin City Hall **BEFORE** work begins. If you work without a building permit, you will be charged **DOUBLE**. For further information, please get in touch with Lumpkin City Hall.*



THE CITY OF LUMPKIN BUILDING AND ZONING DEPARTMENT

552 MLK JR DRIVE, LUMPKIN, GA, 31815

(229)-838-4333 FAX (229) 838-9908

CITY OF LUMPKIN

BUILDING PERMIT CHECK LIST

ALL FOLLOWING REQUIREMENTS MUST BE MET AND VERIFIED WITH TWO SIGNATURES
BEFORE A PERMIT IS ISSUED.

1. Has property ownership been established and verified? ☐ Yes ☐ No _____
Initial I

2. Is the Mobile Home Safe to be moved? ☐ Yes ☐ No _____
Initial

3. Does the property meet lot size requirements? ☐ Yes ☐ No _____
(0.34 acres for "grandfathered" lots and 0.50 acres for newly established lots) Initial

4. Does the property meet zoning requirements? ☐ Yes ☐ No _____
Initial

5. Have all taxes been paid? (both city and county) ☐ Yes ☐ No _____
Initial

6. Are there any outstanding City bills? ☐ Yes ☐ No _____
Initial

I, _____, have verified all of the above requirements.

Applicant's signature

Date

The City of Lumpkin has verified all of the requirements above.

City Manager/ City Inspector

Date

This application will expire in sixty (60) days. *(An extension may be available upon City approval)*
The fee will be doubled if anything is moved or built without a building permit.

THE CITY OF LUMPKIN CONSTRUCTION/DEMO PERMIT APPLICATION

PERMIT NUMBER: _____ ISSUE DATE: _____

Construction of: ☐ entire structure ☐ part of a structure only interior/exterior (circle one)

Demolition of: ☐ entire structure ☐ part of a structure only ☐ interior only

Site Address _____ Cost of Demolition: \$ _____

Type of structure: (wood, stucco, ect.) _____ Map# _____ Parcel# _____

Zoning District _____ No. of Units _____ No. of stories _____ No. of Rooms _____

Total Square Footage _____

Which utilities will be connected: ☐ Gas ☐ Sewer ☐ Septic Tank ☐ Electrical ☐ Water

Which utilities will be disconnected: ☐ Gas ☐ Sewer ☐ Septic Tank ☐ Electrical ☐ Water

Proposed Date of Construction: Start _____ Completion _____

Proposed Date of Demolition: _____ Equipment used to demolish structure: _____

Will this project involve the removal of lead paint? ☐ Yes ☐ No

Will this project involve the removal of encapsulation of asbestos? ☐ Yes ☐ No If yes, this permit may not be issued until you have presented this office with your Asbestos Contracting License and the Notification of Asbestos Renovation, Encapsulation, or Demolition from the Georgia Department of Natural Resources, Asbestos Licensing and Certification Unit, Environmental Protection Division.

Asbestos Contracting License Number: _____

Owner Information

Owner's Name(s): _____ Telephone #: _____

Address: _____

City: _____ State: _____ Zip: _____

E-mail address: _____

Contractor Information

Owner's Name(s): _____ Telephone #: _____

Address: _____

City: _____ State: _____ Zip: _____

Occupation Tax Certificate #: _____ E-mail address: _____

Applicant's Certification

I hereby certify that the site described herein will be constructed/demolished and/or used in accordance with all zoning ordinances and with all applicable regulations.

Applicants Signature

Date

City/County Official or Authorized Representative

Date



THE CITY OF LUMPKIN BUILDING AND ZONING DEPARTMENT

DEMOLITION PROCEDURES

1. DEMOLITION PERMITS WILL ONLY BE ISSUED TO THE PROPERTY OWNER OR THEIR LEGALLY DOCUMENTED REPRESENTATIVE.
2. ASBESTOS CHECK CONTRACTED BY OWNER WITH PRIVATE, LICENSED PROFESSIONAL ASBESTOS REMOVAL COMPANY
3. PROPERLY REMOVE AND DISPOSE OF ANY ASBESTOS FOUND
4. SUBMIT PERMIT APPLICATION WITH ASBESTOS REPORT AND ANY DISPOSAL RECEIPTS
5. CALL FOR SITE INSPECTION BY COUNTY INSPECTOR TO DETERMINE REQUIRED EROSION CONTROL MEASURES
6. PAY DEMOLITION PERMIT FEE- BASED UPON 1% OF ASSESSED VALUE OF BUILDING/STRUCTURE BEING DEMOLISHED - \$50 MINIMUM
7. DEMOLITION PERMIT ISSUED BY BUILDING AND ZONING DEPARTMENT
8. HAVE ALL UTILITIES- WELLS, PIPES, SEPTIC TANKS, ETC. PROPERLY CAPPED, SEALED AND/OR REMOVED (NOTE: CALL **GEORGIA 811** FOR UTILITY LOCATES IF ANY DIGGING WILL TAKE PLACE AS PART OF THE DEMOLITION)
9. COMPLETELY DEMOLISH AND REMOVE STRUCTURE INCLUDING FOOTINGS/FOUNDATION SYSTEM, DRIVEWAYS, PADS, ETC. AND PROPERLY DISPOSE OF MATERIAL; OBTAIN DUMP TICKETS
10. THE VACANT LOT SHALL BE FILLED AND MAINTAINED TO THE EXISTING GRADE, SODDED OR SEEDED TO LIMIT EROSION AND RUN-OFF
11. CALL FOR CITY INSPECTION. MEET INSPECTOR ON –SITE AND PROVIDE DUMP TICKETS