

CITY OF RICHMOND HILL

FEE \$ _____

Building and Zoning Department
P.O. Box 250 Richmond Hill, GA.31324

(912) 756-3641 PERMITTING@RICHMONDHILL-GA.GOV

Building Permit # _____

OWNER/APPLICANT: _____ DATE: _____

ADDRESS: _____ Email: _____

PHONE: _____ ESTIMATED COST: _____

LOT# and SUBDIVISION: _____ MAP and PARCEL #: _____

911ADDRESS: _____

CONTRACTOR: _____ PHONE: _____

ADDRESS: _____ Email: _____

TYPE OF PERMIT:

- SINGLE FAMILY
- MANUFACTURED HOME
- ACCESSORY BUILDING (Non Prefabricated)
- MULTI-FAMILY
- TEMP OFFICE TRAILER
- OCCUPANCY CLASSIFICATION: _____
- COMMERCIAL
- OTHER: _____

PURPOSE: ERECT BUILD OUT REPAIR ADDITION

PROVIDE A BRIEF DESCRIPTION OF THE WORK TO BE DONE: _____

- TYPE OF CONSTRUCTION:**
- TYPE I-A FIRE RESISTIVE 3HR
 - TYPE II-A PROTECTIVE NON-COMBUSTIBLE 1HR
 - TYPE III-A PROTECTIVE COMBUSTIBLE
 - TYPE IV HEAVY TIMBER
 - TYPE I-B FIRE RESISTIVE 2HR
 - TYPE II-B UNPROTECTIVE NON-COMBUSTIBLE
 - TYPE III-B UNPROTECTED COMBUSTIBLE
 - TYPE V-A PROTECTED WOOD FRAME
 - TYPE V-B UNPROTECTED WOOD FRAME

TOTAL SQUARE FEET _____ TOTAL HEIGHT _____ # STORIES _____ BATHS _____
 # BEDROOMS _____ TOTAL ROOMS _____ SIZE OF BUILDING _____ HEATING TYPE _____
 AIR COND. TYPE _____ TYPE OF ELECTRICAL _____ PLUMBING _____
 TYPE OF ROOF _____ FOUNDATION TYPE _____ TYPE OF FIREPLACE _____

PROPERTY OWNERS NAME (IF DIFFERENT THAN APPLICANT): _____

ADDRESS: _____ PHONE: _____

POWER COMPANY: COASTAL EMC GA.POWER

FLOOD ZONE CATEGORY: _____ **BASE FLOOD ELEVATION:** _____ **DATUM:** _____

ZONING CLASSIFICATION: _____ **SETBACKS:** F _____ RS _____ LS _____ R _____

1. You will be given a copy of the approved Neighborhood Drainage Plan for the lot pertaining to this building permit, if applicable. A C.O. for this building will not be given if the lot is not graded to drain as shown on the approved plan.
2. 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, and limited storage for minimal lawn or maintenance equipment. I understand that to enclose beneath the required elevation, there are strict requirements pertaining to hydrostatic vents or breakaway walls depending on the flood zone in which the building is located and that there can be no partitioning of rooms. I further understand that should I violate any of these rules, 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.
3. Please call (912) 756-4521 by 5:00pm for inspections and give twenty four (24) hours notice.
4. Property pins must be showing and string lines pulled to each pin so that set backs can be measured before the slab can be inspected and poured.
5. You are responsible for approvals from any subdivision Property Owner's Association for covenant requirements prior to actual construction.
6. Approval by the Building and Zoning Department does not exempt the applicant from complying with all other governmental regulations.
7. No Certificate of Occupancy will be issued until all tap fees, water and sewer connection fees, reuse fees and/or any other outstanding fees are paid.
8. No additional building permits will be issued an applicant where outstanding tap, connection, reuse or other city fees exist on other properties owned by the applicant if a tenant has moved into such property without a certificate of occupancy.

This permit must be renewed if work or construction authorized is not commenced within six (6) months or if construction is suspended or abandoned for a period of one (1) year at any time after work is commenced.
I HAVE READ AND UNDERSTAND THE ABOVE STATEMENTS

OWNER/APPLICANT SIGNATURE: _____ DATE: _____

APPROVED BY: _____ DATE: _____

COMMENTS: _____

THE ISSUANCE OF THIS PERMIT AUTHORIZES IMPROVEMENTS OF THE REAL PROPERTY DESIGNATED HEREIN WHICH IMPROVEMENTS MAY SUBJECT SUCH PROPERTY TO MECHANICS AND MATERIALMENS 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 ANY INTEREST IN 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 CONSUMERS GUIDE TO THE LIEN LAWS WHICH MAY BE AVAILABLE AT BUILDING SUPPLY HOME CENTERS.

Tap Fee: _____

Meter Install Fee: _____

Water Connection Fee: _____

Sewer Connection Fee: _____

Reuse Fee: _____

Other: _____