

Section 12.3 Application for Building Permit

Application for Building Permit. All applications for building permits must first be submitted to the Madison County Planning and Zoning Office for approval. Applications must include the following:

- 12.3.1** A recorded plat of the property.
- 12.3.2** A septic tank permit issued by the Madison County Health Department or a verification Letter for all existing systems.
- 12.3.3** An access letter from the Georgia Department of Transportation for any new driveway accessing a state highway
- 12.3.4** An Engineered Stamped Site Plan will be required for all Commercial and Public Assembly Building permits.

Application are then submitted to Building Inspection for approval, and a building permit. Applications to Building Inspection must include the following:

- 12.3.5** An Engineered Stamped Set of Drawings will be required for all Commercial and Public Assembly Building permits.
- 12.3.6** A Department of Community Affairs (DCA) permit number with the set of approved drawings of the Industrialized Building must be presented for all Industrialized (Modular) homes.
- 12.3.7** A sketch plan (see Section 6.8.2). The proposed location of the building and any existing structures on the lot indicating set-backs of proposed new structure which meet all requirements of the Madison County Zoning Ordinance.
- 12.3.8** The amount of heated square footage.
- 12.3.9** The amount of unheated square footage.
- 12.3.10** Amperage of service panel (100, 150, 200 or more)
- 12.3.11** Type and size of heating and air conditioning systems
- 12.3.12** Number of plumbing fixtures (toilets, lavatories, bathtubs, showers, household sinks, dishwasher, washing machine, etc.)
- 12.3.13** Names of the builder, electrician, plumber, and heating and air contractor must be submitted with the application.

12.3.14 Mobile Homes applications are required to provide mobile home decal and receipt from the Tax Commissioners office, along with the mobile home installer, and the electrician.

12.3.15 Such other information as may be essential by the Zoning Administrator or Building Inspector for determining whether the provisions of this ordinance are being observed.

All proposed excavation, filling or construction as set forth in the application must be in conformity with the provisions of this ordinance and other ordinances of the county then in force the Building Inspector may issue a building permit upon payment of the required fee.

All permits must be obtained, including the building, electrical, heating and air and plumbing before starting construction.

If a building permit is refused, the Building Inspector must state the cause of the refusal in writing within three (3) working days after such refusal.