



Madison County Building and Zoning Department

(706) 795-6350

Residential Permit Requirements

- 1) **Septic Tank Permit** from the **Health Department**, at 1424 Hwy 98 W., Danielsville, GA. (706-795-2131). Allow up to **5 days** for permit to be issued.

For New Systems: The health department requires a **Soil Scientist Report** and a copy of the **Recorded Plat** before a septic tank permit can be issued. You can get a list of **Soil Scientists** from our office or the health department. You must make application with the Health Department after receiving the soil scientist report.

For Existing Systems: If you have an existing septic tank that you are planning to use, you must obtain existing system approval from the health department.

(Check with the Health Department for Applicable Fees.)

- 2) **Recorded Plat** of property. (Get this from the **Clerk of Court's Office** in the Courthouse.)
- 3) **Water meter application from the Industrial Authority** if applicable.
- 4) An **Access Letter** is required from the Department of Transportation for all new driveways accessing from a State Highway. Please contact the Department of Transportation at (706) 384-7269 for more information.
- 5) **Building Information** as follows:

- 1.Amount of heated square footage
- 2.Amount of unheated square footage (Basement, garage & porches only)
- 3.Amperage of Service Panel (100, 150, 200, or More)
- 4.Type of Heating System (Number of tons)
- 5.Number of Plumbing Fixtures (Toilets, Laboratories, Bathtubs, Showers, Household Sinks, Dishwasher, Garbage Disposal, Washing Machine, Etc.)
- 6.Name of licensed Builder and verification of registration prior to permit issuance.
- 7.Names of Electrician, Plumber, & Heating & Air Contractor. **They must be registered and submit affidavits to this office certifying their performance on each job**

Note: The builder, electrician, plumber, and heating and air contractor must be state licensed and registered with our department. **Performance affidavits must be submitted for each job before any inspections can be made.**

Note: You must obtain all permits including the building, electrical, heating & air, and plumbing before starting construction. All permits must be purchased at the same time.

Permits are issued between 8:00 am and 4:30 pm Monday through Friday