Revised 1/6/16

Cobb County Residential Building Permit & Demolition Application

*** Required Fields**

Permit #: _____ **Parcel ID:** _____ **Date:** _____

☐ New Home ☐ **Townhome** ☐ Condo ☐ **Duplex** ☐ Addition ☐ Renovation ☐ Basement Finish

☐ Fire **Damage** ☐ **Demolition** ☐ Accessory Structure (Type): _____

*Lot: _____ *Subdivision: _____

*Property Owner: _____ *Phone #: _____

*Property Owners Current Mailing Address: _____

*Property Address: _____

*City: _____ *State: _____ *Zip: _____

*Finished Sq Footage (Heated/Livable): _____ # of Rooms: _____ # of Baths: _____

Unfinished Basement Sq Ft (Not Garage): _____ Full _____ Partial: _____

Finished Basement Sq Ft: _____ Full _____ Partial: _____

☐ Finished ☐ Unfinished Attic Sq Ft (Usable Space Only): _____

Fireplace (Give Type & Quantity): ☐ Masonry x _____ ☐ Pre-Fab x _____ ☐ Gas x_____

Installed By: _____

Porch Sq Ft: _____ Patio Sq Ft: _____ Deck Sq Ft: _____ Accessory Sq Ft: _____

Garage Sq Ft: _____

Carport Sq Ft: _____ ☐ Enclosed ☐ Open Shed / Storage Bldg: _____

Exterior Covering: ☐ Brick Veneer ☐ Vinyl ☐ Wood Siding ☐ Other _____

Please check if building/job will have any of the following new work performed:

Heating/Air ☐ yes ☐ no **Electrical*** ☐ yes ☐ no **Plumbing** ☐ yes ☐ no **Foundation Demo** ☐ **yes** ☐ **no**

***only one electrical meter allowed per residential lot**

*Briefly Describe work being done: _____

_____

_____ Construction Cost: $_____

*Contractor / Company: _____ e-mail _____

*Address: _____ *City_____ *State_____

*Zip: _____ Phone: _____ *State License #_____ *Exp._____

*Erosion Control Certification# _____ *Exp: _____ *Business License # _____ *Exp: _____

All accessory structures must meet Zoning Setbacks. If electrical, plumbing or heating is allowed, a separate permit is required.

- **Permit clerks DO NOT read plans or determine square footage.**
- **All forms must be notarized prior to being processed by the permit clerks unless they WITNESS your signature and you present a photo ID**

☐ Sewer_____ ☐ Septic_____ **LDP**_____ **Site Approval**_____

*Signature of Applicant: _____ *Printed Name: _____

☐ ID Verified ☐ Proof of Ownership Verified Clerks Initials: _____

Cobb County Permit Requirements (770-528-2060)

All permits require site plan showing house, driveway, and any additions. **This must be a legal record of the lot**. It can be obtained from Deeds & Records, Bldg C in the basement (770) 528-1300 or visit their website at **WWW.**cobbsuperiorcourtclerk.com. The following approvals must be obtained in the order listed prior to permitting.

New Home on a county road (not in a subdivision unless it is an in-fill lot):

1. Copy of paid water receipt from Cobb Water- 770-528-2137
   If on Sewer sewer availability letter is required from the Engineering Department @ Cobb Water @ 770-419-6328 before you can obtain water.
2. If on Septic must be approved by Environmental Health -770-435-7815
3. Teardown / Build back or In-Fills lots must be approved by Storm Water Management - 770-419-6434
4. Planning Division - 770-528-2018
5. Address Verification - 770-528-2002
6. Zoning Approval - 770-528-2004
7. Site Plan Review Approval - 770-528-2147

Fire Damage

- A building inspector must inspect the structure to determine the percent**age** of damage prior to permitting. (See demolition permit info below)
- If an engineer's **inspection** letter is required by the inspector it must be presented when a permit is applied for.
- All heating, electrical, and plumbing must be done by a Georgia state licensed contractor.

Demolition

- Permit required when damage is over 25% of structure, as determined by County building inspector, or if work is not completed as part of a reconstruction permit.
- Once a structure is demolished or destroyed (i.e. by fire or flood) the lot may no longer comply with state or county ordinances regarding the build back of a structure or structures. If a build back is being considered at present or may be considered in the future it is recommended that the applicant contact zoning 770-528-2004 and Storm Water Management 770-419-6434 to discuss current requirements prior to pursuing a demo permit.
- If the foundation is to remain for a structure that has received fire damage of 25% or more, as determined by a County building inspector, an engineer inspection letter will be required to certify the foundation as code compliant for future use.
- **A building permit for reconstruction using the existing foundation must be obtained within 180 days after issuance of the demolition permit or Cobb County may have the foundation removed at the owner's expense.**
- **NOTARIZED** letter from the property owner giving authorization to demo structure if a contractor is applying for a permit.
- Homeowner acting as contractor will need a copy of the warranty deed, an original $10,000 Code Compliance Bond and photo ID. **The person taking out the permit must be on the warranty deed**
- Photos of three (3) sides of structure are required for approval from Historic Preservation -770 528-2010.
- Site Plan Review Approval -770-528-2147
- **The issuance of a permit does not grant permission to the owner / representative or permit holder to proceed with demolition prior to complying with Georgia laws and rules relative to air quality, solid waste, and asbestos, or other environmental contamination. For more information regarding state of Georgia requirements call EPD at 404-363-7026 or visit their website at** www.gaepd.org/Documents/index_land.html

Retaining Wall Permit

- Engineers Section drawing with seal is required.
- Site Plan Review approval is required.
- Final building inspection required

******Additional sign offs may be required depending on plat specifications******

All contractors must be registered with Cobb County Permit Section or office. The following will be required:

- Copy of current business license.
- Copy of your current state license as required by the state of Georgia.

Certification by Owner / Applicant

I understand and certify that the maximum percentage of impervious surface for the development activity associated with this permit application shall conform to the limit for the specific Zoning District as detailed by the Official Code of Cobb County, Chapter 134, Article IV, District Regulations, (11) Use Limitations. This impervious surface shall include structures (principal and accessory), parking lots, driveways, walkways, non wooden pool decks and the like and non-permitted work.

Signature of property owner or owner representative_____

Printed name_____

Signature of applicant or applicant representative_____

Printed name_____

Zoning District (See Table 1) _____Maximum Impervious Surface Allowed_____

Table 1

ZONING DISTRICT	MAX. COVERAGE
RR,R-80	25%
R-40	30%
R-30,R-20,R-15,R-12 PRD, OSC, RMR	35%
RA-5, RA-4, RD	40%
R-A6, RM-8, FST, RM-12, RM-16, RHR, SC	45%
UC	55%

****** OFFICIAL USE ONLY – DO NOT WRITE BELOW THIS LINE ******

Zoning Department / Historic Preservation Approval:

Comments: _____

_____

Setbacks: Left: _____ Right: _____ Front:_____ Back: _____

Approved By: _____ Date: _____

Site Plan Review Approval:

_____

_____

Approved By: _____ Date: _____