Jasper County Building Permit Application Checklist

The following documentation is required to secure a building permit.

1. Recorded plat of property (showing location of structure). Jasper County Clerk of Courts Office (1st floor).
5. Floor plan of house/building, two sets of Plans (one must be a reduced set 8.5x14 max). Detailed plans for narrow wall bracing (garages, etc..) must be included. Plans must meet the requirements of the Jasper County Zoning Ordinance Article X. Section 101. Building Permit Applications. The plans are to be drawn to scale and be of professional quality.
6. □ Homeowners Affidavit or □ Contractors Affidavit
   State Codes and amendments: It is especially important for homeowners to have a working knowledge of the current codes. These are available at the following website. http://www.dca.state.ga.us/development/constructioncodes/programs/codeAmendments.asp

In addition to the above requirements, the items below may also be required depending on the project.

□ City approval within the city limits and Turtle Cove A&E. Jasper County is not responsible to make sure that any protective covenants are met. That is solely the owner’s responsibility.

□ Septic System Permit or Letter- Jasper County Health Department See David Mercer 706-458-6850.

□ A copy of the General Contractor’s state license and Business License is required.

□ A copy of the Subcontractor’s state license and Business License is required.

□ For Manufactured Homes: Manufactured homes must meet the Class A manufactured home standards and all regulations in the American National Standard Manufactured Home Installations, NCSBCS/ANSI A225.1-1994. A nominal 4x12 roof pitch is required and no single wides are allowed in the county. We also require a copy of the sales contract, floor plan and the Dealer’s Card (This will be a form that you provide to the Tax Commissioner and Tax Assessors).

PLEASE NOTE: THERE IS A 48 HOUR WAITING PERIOD FOR ALL PERMITS TO ALLOW FOR PLAN REVIEW.

Jasper County Required Residential Inspections

Stick built structures:

1. Erosion Control (silt fence, gravel on drive, porto-potty, etc)
2. Culvert Pipe: To assure that culvert pipe is installed correctly.
3. Temp-Pole Inspection: To assure that meter base is properly wired, and to assure that ground wire and ground rod are properly installed. Also that pole is properly braced.
4. Footing Inspection: For any structure including Manufactured homes and post holes for decks.
5. **Under Slab Inspection:** Plumbing, electrical, and in some cases, ducting, that is to be permanently installed under slab.

6. **All poured foundation walls:**

7. **Pre-Pour Inspection:** For areas to be covered with concrete, so as to check the depth and width of footers and compaction of fill used to prepare area to be poured. Does not include sidewalks or driveways. Includes garage floors.

8. **House Wrap Inspection:** To ensure that house wrap is installed correctly (all joints taped), and window tape is used on windows requiring it.

9. **Rough-In Inspection:** Consisting of the following combinations. The structure should be "dried-in", with the plumbing, electrical and HVAC and security roughed-in, and any pressure tests required by code. If structure is on a crawlspace, then the vapor barrier must be installed at this time also.

10. **Insulation Inspection:** All walls, floors and ceilings where insulation is required before it is covered up.

11. **Semi-Final Inspection:** Circuit breaker panel, receptacle and light covers must be removed for this inspection. At this time, if ALL of the electrical is completely finished power can be turned on for a **THIRTY DAY PERIOD.** If after 30 days the structure is not ready for a final inspection, the electricity may again be disconnected at the Chief Building Inspector's discretion. No occupancy is allowed until the final inspection is approved.

12. **Final/Certificate of Occupancy:** Structure is complete, including landscaping. Curbside must be paid for the remainder of the current calendar year plus the following year to receive the Certificate of Occupancy.

**Manufactured Home Inspections:**

1. **Footing:** All vegetation is to be removed at this time.

2. **Set Up:** Tie Down, Bonding, Plumbing and Electrical inspected under structure before closing in. No portion of the towing hardware is to be placed in the crawl space (tongue, tires, etc.).

3. **Semi-final:** Landing/porch and electrical inspected. Once approved power will be turned on.

4. **Final / CO:** Home must be complete including grading. All electrical will be inspected including lights.

**ADDENDUMS TO LOCALLY ADOPTED BUILDING CODES**

1. Each jobsite must have at least (1) English speaking worker onsite at all times, if not, it will require the inspection to be rescheduled and a re-inspection fee of $50.00 will be assessed. Re-inspection fee must be paid before the inspection can be rescheduled.

2. Permit boxes shall be mounted on a 4 X 4 post and set at the road.

3. Posting of house numbers is required to be done before the final inspection. Please note all new residences in Jasper County are required to post their assigned house number on both sides of their mailbox or on a post of sufficient height to be seen from the roadway with a reflective material and in numbers that are at least four (4) inches in height. Mail boxes should be constructed with a material that will break off it struck by a moving vehicle. No solid brick, masonry or super heavy duty posts or boxes are allowed to be installed in the county right-of-way.

4. If installing a culvert, you agree that the culvert will be constructed with a Georgia Department of Transportation approved material and be at least 15" in diameter and 20' in length. Best Management practices will be in effect during the entire installation of the culvert.

5. **DO NOT CALL FOR AN INSPECTION UNTIL WORK IS COMPLETE!** If the Building Inspector comes to the building site for a scheduled inspection and it is not ready for inspection, a re-inspection fee of $50.00 will be assessed. Re-inspection fees are required to be paid in the
Planning and Zoning office before the inspection will be rescheduled. We will not accept money at the job site.

6. Any lake front lot should have two rows of type "C" silt fence or equivalent installed (with hogwire).

7. There is a 25’ buffer on all lake lots from the shoreline of Jackson Lake or any other state waters. DO NOT CLEAR WITHIN THIS BUFFER!!

Please keep the first two pages of this application for reference of your required inspections and addendums too adopted building codes. Nothing should up be covered without first having an inspection.

BUILDING PERMIT APPLICATION

Site Address: __________________________ City ____________ Zip ________

Tax Map/Parcel #

Owners Name: __________________________ Current Address: __________________________

City: __________________________ State: _____ Zip: __________

Phone: __________________________ Cell: __________________________

CONTRACTOR’S/ HOMEOWNERS AFFIDAVIT

☐ General Contractor ☐ *Home Owner: Signature

*I CERTIFY THAT I OWN AND WILL RESIDE AT THIS JOB ADDRESS AND AS A HOMEOWNER, I AM ACCEPTING THE SAME RESPONSIBILITY THAT A GENERAL CONTRACTOR HAS FOR HAVING A WORKING KNOWLEDGE OF ALL CONSTRUCTION CODES, STATE AND FEDERAL CODES AND AMENDMENTS, AND ALL LOCAL ORDINANCES. IF YOU ARE UNSURE OF CURRENT STATE CODES AND AMENDMENTS, YOU CAN FIND THEM AT THE FOLLOWING WEB SITE.

http://www.dca.state.ga.us/development/constructioncodes/programs/codeAmendments.asp

G.C. Name: __________________________ State Lic. No ____________ Bus Lic: ____________

Address __________________________ City ____________ State ____________

Bus. No: __________________________ Cell Phone: __________________________

PLUMBING or ☐ NA

Co. Name: __________________________ St Lic. __________________________ Bus Lic: ____________

Bus. Phone: __________________________ Cell Phone: __________________________
HVAC or ☐ NA

Co. Name: ___________________________ St Lic. ___________________________ Bus Lic. ___________________________

Bus. Phone: ___________________________ Cell Phone: ___________________________

ELECTRICAL or ☐ NA

Co. Name: ___________________________ St. Lic: ___________________________ Bus Lic: ___________________________

Bus. Phone: ___________________________ Cell Phone: ___________________________

TAX AFFIDAVIT

This is to certify that ___________________________ has no outstanding tax bills, levies, liens or other taxes that are due or overdue and owing to Jasper County, for the following described property.

Physical address ___________________________ a/k/a City ___________________________, Georgia.

Tax Map/Parcel Number ___________________________

Is permit for a manufactured home? ☐ YES ☐ NO If yes, has a decal been purchased? ☐ YES ☐ NO

Certified by the Jasper County Tax Commissioner, or designee in the Jasper County Tax Commission Office.

Tax Commissioner Signature ___________________________ Date: ___________________________

TOTAL COST OF CONSTRUCTION: $ ___________________________

TYPE OF WORK ☐ New ☐ Remodel ☐ Addition ☐ Other ___________________________

STRUCTURE WILL HAVE ☐ Electrical (Pwr. Co.) ___________________________ ☐ HVAC ☐ Plumbing

BUILDING DIMENSIONS: ___________________________ HEATED SQ FOOTAGE: ___________________________

TOTAL SQ FOOTAGE: ___________________________ UNHEATED SQ FOOTAGE: ___________________________

Setback (distance) from property lines: Front ___________ Rear ___________ Left ___________ Right ___________

I HEREBY STATE THAT ALL INFORMATION ON THIS FORM AND ON ACCOMPANYING DOCUMENT GIVEN BY ME IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I AGREE TO ABIDE BY ANY AND ALL STATE AND COUNTY LAWS, CODES AND ORDINANCES REGULATING THE ABOVE MENTIONED CONSTRUCTION, INCLUDING EROSION AND SEDIMENT CONTROL ON THIS CONSTRUCTION SITE. I UNDERSTAND THAT ONLY THE CONSTRUCTION DECLARED ON THIS PERMIT IS PERMITTED. NO ON-SITE BURIAL OF TREES, STUMPS, OR CONSTRUCTION DEBRIS ALLOWED. I UNDERSTAND THAT ANY/ALL CONSTRUCTION DEBRIS MUST BE DISPOSED OF AT THE JASPER COUNTY LANDFILL. I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE REQUIRED INSPECTIONS AND ADDENDUMS.

SIGNED: ___________________________ Date: ___________________________
Office Use Only

ZONING: □ Approved  □ Denied  Date__________  Signature ____________________

Zoning type: __________  Setback requirements met: □ Yes  □ No

Address: ____________________________________________________________

Comments: __________________________________________________________

Plan Review: □ Approved  □ Denied  Date__________  Signature ____________________

Comments: