

*Guidelines and Schedule
Of Fees For
Commercial Construction
in
Towns County*

These guidelines are intended to provide general guidance to builders and property owners. It is not a substitute for the ordinance and in the event of conflict the ordinance will govern.

Information Need For Commercial Building Permit in Towns County

For the purpose of this document commercial construction is defined as anything other than the construction of a single family residential structure, a duplex residential structure or an agricultural structure of the construction of any accessory building related to single family residential of agricultural uses.

Please remember that:

- If the building is to be served by septic system a copy of the septic permit from the Health Department must be furnished
- If the building is to be served by sewer a letter from the provider, indicating tap on is permitted
- A. Certain types of occupancy will required plan approval of the Fire Marshal prior to issuance of a building permit (**Department of Community Affairs**) (www.dca.state.ga.us)
- B. All plans for building of 5,000 square feet or more and for an A, E, or I occupancy must be prepared and sealed by an architect licensed to practice in Georgia
- Private work on County Right-Of-Way must have approval form Towns County Commissioner

To purchase a building permit for Commercial Building as part of new development the following items are required:

- Two sets of site drawings containing at a minimum,
 - ✓ Complete site plan (**Dimensions of Building, setback, etc.**)
 - ✓ Soil and erosion protection plan (**Silk fence, Check Dams, etc.**)
- Two sets of building plans- **If proposed building doesn't fall under A or B above, self drawn plans are acceptable.**
- Land Disturbing Activity Permit (LDA) if disturbing area more than **1** acre. (**Permit to be obtained from State E.P.D. 1-770-387-4932**)

To obtain a building permit for Single Commercial Building to be constructed on an existing, approved lot the following items are required:

- Two sets of site drawings containing at a minimum,
 - ✓ Complete site plan (**Dimensions of Building, setback, etc.**)
 - ✓ Soil and erosion protection plan (**Silk fence, Check Dams, etc.**)
- Land Disturbing Activity Permit if **more than 1 acre is to be disturbed** (**Permit to be obtained from State E.P.D. 1-770-387-4932**)
- Two sets of building plans- **If proposed building doesn't fall under A or B above, self drawn plans are acceptable.**

✓

The site and building plans will be inspected by the Building Department; if over **1** acre the soil and erosion plans will be inspected by the **State E.P.D.**

To obtain a building permit for Commercial Tenant Finish to be finished on the inside or when an existing building is being remodeled or reworked because of a change of use or occupancy and on site work is needed;

- Two sets of building plans - **If proposed building doesn't fall under A or B above, self-drawn plans are acceptable.**
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When the building plans are approved and information is furnished that the sewer or septic system is adequate for the proposed use the building permit may be issued.

PERMIT FEES

Land Disturbance (Grading);

All Commercial Construction Must Obtain a Land Disturbance (Grading) Permit from the (State E.P. D) 1-770-387-4932 Prior to the Issuance of a Building Permit if disturbing over 1acre.

Building New Development / Single Commercial;

Towns County utilizes a one-permit system for commercial construction. With this system the builder who purchase the permit is paying for all of the subcontractor permits at the same time. Each trade sub-contractor must submit an affidavit to the Building Department prior to scheduling any inspections for that trade

Commercial Building Permit	=	1000 sq. ft. or less	\$350.00
		1001 sq. ft. to 2000	\$500.00
		2001 sq. ft. to 3000	\$600.00
		3001 sq. ft. to 4000	\$850.00
		4001 sq. ft. to 5000	\$1000.00
		5000 sq. ft. an over	\$1000.00 plus \$0.35 sq. .ft.

Building permit for Commercial Tenant Finish;

One time permit	=	\$350.00
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Re-inspection;

These fees are associated with inspection caused by failure of the inspection requested or not being ready for inspection or inspections not completed because of erosion control problems.

1 st re-inspection	= \$25.00 (no charge during the 1 st 6 months- July 1,2007)
2 nd re-inspection	= \$25.00 (no charge during the 1 st 6 months- July 1,2007)
3 rd re-inspection	= \$50.00
4 th or more	= \$100.00 per inspection

To obtain a Certificate of Occupancy the following is required:

- Satisfactory completion of all required inspections.
- Payment of any outstanding fees.
- A copy of the approved septic permit from the Health Department
(it is the responsibility of the builder to obtain the approved copy and provide it to the Building Department)

All building permit fees must be paid in cash or check at time of issuance and any re-inspection fees for any reason must be paid before a Temp/Partial Certificate of Occupancy, Certificate of Occupancy or Certificate of Completion is issued. The fees listed above are the current fees and may be adjusted by the Commissioner or the Construction Board of Adjustment from year to year.