

**ARE YOU MAKING RENOVATIONS OR
ADDITONS TO ANY RESIDENTIAL
COMMERCIAL PROPERTY??**

1st Step: If it is a major project that will add bedrooms or impact the use of you septic system, you'll need to bring a recorded plat to apply for a re-evaluation of the septic system from the County Health Dept., 64 Reynolds St., 376-2582. Hours are 8:00 – 10:00 AM only. The Health Dept. will issue the Evaluation Letter after reviewing the details of your particular case. It will take at least 3 or more working days to receive Evaluation Letter. Cost will be \$100, payable to the Hart County Health Dept.

2nd Step: If your modifications will add more than \$1,500.00 in value to the property, you'll need a "Building Permit". If project is \$2,500.00 or more, fee will be \$25.00. After you have the approved septic system evaluation letter, visit the County E-911 Addressing/Permit Office to obtain a "Building Permit". This office is located in the Administrative Services Bldg., 800 Chandler St., Hartwell, 376-1468, Hours are from 8:30 AM to 5:00 PM, Monday – Friday.

-You'll need to start construction activity within 90 days of permit application.

-If the work authorized is suspended for more than 6 months, you'll need a new building permit.

3rd Step: Between January 1st and April 1st of the next year, visit the Tax Assessors Office in the County Courthouse to report the changes made and sign for any exemptions that may apply.

**ORDINANCES ARE SUBJECT TO CHANGE, VERIFY WITH US
OR GO TO www.hartcountyga.org**

Hart County E-911 Addressing/Permitting Office, Hartwell, 706-376-1468