

Hart County Building Permitting
800 Chandler St
Hartwell, Ga 30643
buildingpermitting@hartcountyga.gov

**Application Checklist for Residential Additions and/or Renovation, out Buildings, or
Commercial Structures**

The following list of documentation is required before a permit will be issued for additions, renovations, new out buildings or commercial structures. **Incomplete forms will not be processed and will delay permit issuance.** Please return this form with all permit application submittals. All documents must be legible.

- _____ Completed building permit application
- _____ Contractor licensing documentation (state license card, business license, driver's license)
- _____ Subcontractor licensing documentation (state license card, business license, driver's license)
- _____ GSWCC Level 1A certification (Blue Card)
- _____ Copy of recorded plat
- _____ One set of **digital** scaled construction drawings with dimensions (foundation plan and detail, floor plan of each level, elevations, and wall details)
- _____ House location plan; scaled lot drawing with a scaled footprint of house and any other structures located on property, show building limitations, setback requirements and erosion sediment control.
- _____ One copy set of GSWCC approved ESC plans for initial, intermediate and final phases (applicable for secondary and tertiary permit holders)
- _____ Verification of 911 addressing
- _____ Septic system inspection or re-evaluation from Environmental Health (if applicable)
- _____ Verification water/ sewer approval (if applicable)
- _____ Owners Affidavit (if homeowner is acting as contractor)

Project Address: _____

Applicant Name: _____

Received by: _____ Date: _____