

Steps To Obtain a Building Permit In Gilmer County

There is a 24 hour turn around time for all permits!

1. Apply and obtain a **COPY** of Septic Tank Permit from the Environmental Health Office (If applicable) (706) 635-6050.
2. Obtain application for Building Permit from the Planning & Zoning Department and complete **ALL** information requested on the application.
3. Obtain a **COPY** of a legal survey of the property to be built upon or the deed along with evidence that the structure, additions, porches, steps, decks, awnings, A/C units, etc. are within the required building setbacks.
4. Obtain a **COPY** of house plans no larger than 8.5 x 11.
5. Return completed all paperwork with the required information to the Planning & Zoning Department to purchase a permit.

Failure to have any of the above items will delay permitting process.

Your Building Permit and your 911 Address MUST be posted on your property prior to scheduling your first inspection.

AFTER PERMIT HAS BEEN ISSUED:

1. Obtain a 911 address at the E911 Addressing Center (706-635-4653). **A copy of your permit will be required and driveway MUST be staked.**

Failure to provide the Planning & Zoning Department with a 911 address will delay your **FIRST Inspection.**

2. Apply for electrical service:
A.E.M.C. (706) 276-2362 or GA. Power (800) 660-5890

Failure to provide your Building Permit Number and your 911 Address could delay service scheduling for power.

NO OCCUPANCY UNTILL FINAL INSPECTION IS APPROVED !

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