GRADY COUNTY CODE ENFORCEMENT
250 N. BROAD ST. BOX 6 ~~ CAIRO, GEORGIA 39828
(229) 377-8857

REQUIREMENTS FOR RESIDENTIAL HOUSING PERMIT APPLICATION

ITEMS 1-4 MUST BE COMPLETED BEFORE A BUILDING PERMIT APPLICATION WILL BE ACCEPTED.

1-SEPTIC TANK APPROVAL (New or Existing Tank) – FROM ENVIRONMENTAL HEALTH DEPARTMENT – OFFICE HOURS, Monday - Friday 8 a.m. – 9 a.m. A written approval /copy of septic tank permit is needed before a building permit can / will be issued. (229-378-9081)

2-RECORDED DEED AND PLAT – Must meet county requirements.

3-ADDRESS APPLICATION FILLED OUT – FOR 911 services.

4-BUILDING APPLICATION COMPLETED – permit must be submitted and approved by Code Enforcement prior to doing any work. The inspection record card must be placed in the construction box or provision made to post at the job site.

5-HOUSE PLAN REVIEW- This review may take 5 business days before a permit can be issued.

6-SITE PLAN- Showing new house, all structures on your property & distance of structures from each other and from all property lines

7-DIG NUMBER – Call 1-800-282-7411 for your number

8-ELECTRIC APPLICATION COMPLETED – permit must be submitted and approved by Code Enforcement prior to doing any electrical work.

9-AIR CONDITIONER APPLICATION COMPLETED – permit must be submitted and approved by Code Enforcement prior to doing any HVAC work.

10-PLUMBING APPLICATION COMPLETED – permit must be submitted and approved by Code Enforcement prior to doing any plumbing work.

11-GAS APPLICATION COMPLETED – permit must be submitted and approved by Code Enforcement prior to doing any gas work.

NOTE: If you are HIRING A CONTRACTOR to do any of the above work, the CONTRACTOR MUST FILL out permits that pertain to the work he/she is doing for you. CONTRACTOR must be registered with GRADY COUNTY. Code Enforcement then reviews and approves permit applications.

WHEN THE HOMEOWNERS ARE DOING THE WORK THEMSELVES, THEY ARE REQUIRED TO SPEAK WITH MR. HARRISON BEFORE STARTING ANY WORK. A homeowner's affidavit and sub-contractor list must be filled out if the homeowner is doing work. requirements for building permit 10-20-26

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CK # _____
REC # _____

Residential Housing Permit Application

Property Owner's Information:

Name: _____

Current address: _____

City: _____ State: _____ Zip code: _____

Phone Number: (Daytime) _____ (Alternate) _____

E-mail address: _____

Property Location:

Land Lot: _____ Land District: _____ Map: _____ Parcel: _____

Property address: _____

City: _____ State: ___GA__ Zip code: _____

Name of subdivision (If applicable): _____ Lot number: _____

Applicant Information (If not Property Owner):

Name: _____

Current address: _____

City: _____ State: _____ Zip code: _____

Phone Number: (Daytime) _____ (Alternate) _____

Contractor Information:

Contractor's name: _____

Contractor's address: _____

City: _____ State: _____ Zip code: _____

Phone Number: (Daytime) _____ (Alternate) _____

State certification number: _____ Expiration date: _____

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Type of Building Permit Requested:

- ☐ Single Family Dwelling
- ☐ Two Family Dwelling (Duplex)
- ☐ Utility / Storage
- ☐ Addition
- ☐ Remodel (Explain)
- ☐ Other (Explain)
- ☐ Manufactured Home (Single Section) Addition
- ☐ Manufactured Home (Multi Section) Addition
- ☐ DCA Modular Home
- ☐ Garage

Explanation: _____

_____

_____

Building Information: (Please fill in all pertinent information)

Total cost of construction: $ _____

Building dimensions (Foot print): _____

Total square footage of building:

Heated: _____Sq ft. Unheated: _____Sq ft.

Total Square Footage per Floor:

Basement (Heated): _____ Sq ft.
Basement (Unheated): _____ Sq ft.
1st Floor (Heated): _____ Sq ft.
1st Floor (Unheated): _____ Sq ft.
2nd Floor (Heated): _____ Sq ft.
2nd Floor (Unheated): _____ Sq ft.

Number of Stories:

☐ 1 ☐ 1 ½ ☐ 2 ☐ 2 ½

Foundation Type:

☐ Basement ☐ Crawlspace ☐ Slab ☐ Combination

Foundation Material:

☐ Block ☐ Concrete ☐ Brick ☐ Stone

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Exterior Materials: (Please check all that apply)

☐ Brick ☐ Stone ☐ Block ☐ Concrete ☐ Hardi-Plank
☐ Vinyl ☐ Wood ☐ Metal ☐ Stucco ☐ Other

Explain Other: _____

Roof Framing:

☐ Truss ☐ Stick ☐ Combination

Roofing Material:

☐ Shingles ☐ Roll Roofing ☐ Metal ☐ Slate ☐ Tiles
☐ Concrete ☐ Wood shingles ☐ Membrane ☐ Other

Explain Other: _____

ACCESS SHALL BE FURNISHED BY INSTALLER FOR ALL MANDATORY INSPECTIONS

CONTRACTOR MUST READ AND INITIAL.

INSPECTION REQUIRED: FLASHING – SHINGLE NAILING PATTERN – LATHING SCREW PATTERN – INSPECTIONS OF ANY SHEATHING REPLACED OR REPAIRED. _____

Garage:

☐ Attached ☐ Detached ☐ No Garage ☐ Carport

(Heated): _____ Sq ft (Unheated): _____Sq ft

Number of Rooms:

_____ Bedroom(s) _____ Half bathroom(s)
_____ Full bathroom(s) _____ Kitchen(s)
_____ Total number of rooms

Number of Fireplace(s):

_____ Wood Fireplace(s) _____ Gas Fireplace(s)

☐ Masonry ☐ Pre-fabricated ☐ Insert ☐ Wood Stove

Fuel Type:

☐ Wood ☐ Propane ☐ Natural Gas

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Type of Heating System:

☐ Electric ☐ Heat Pump ☐ Gas ☐ Duel Fuel ☐ Solar ☐ Geo-thermal

Power Company:

☐ Grady EMC ☐ Thomasville
☐ City of Whigham ☐ City of Cairo

Water Supply:

☐ Well ☐ Public ☐ Private

Sewage:

☐ Septic ☐ Public ☐ Private
☐ New
☐ Existing: Approved by _____ Date: _____

Report Code: _____ Type of Construction: VB Occupancy Type: R3

Environmental:

Is the building within 200 feet of State Waters? _____ Yes _____ No

Is there a flood plain on the property? _____ Yes _____ No

Is the property in the Conservation Use Program? _____ Yes _____ No

All information is true and accurate to the best of my knowledge.

_____ _____
Applicant **Date**

Reviewed by_____ Date_____

Approved to Issue by _____ Date _____

Forms permit-building 10-20-26