

**Community Development
 Building & Permitting Development
 38 Hill Street, Suite G-30
 Roswell, GA 30075
 770-641-3780
www.roswellgov.com**

POOL/SPA BUILDING PERMIT APPLICATION

This packet contains information required to prepare and submit for a building permit for a pool and/or spa. You must have an approved permit prior to beginning construction. If construction begins before the permit issued, you may be subject to enforcement action and a double permit fee.

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PERMITTING TEAM CONTACT

Chief Building Official..... Steve Kinnaird.....770.594.6279.....skinnaird@roswellgov.com
 Plans Examiner/Inspector..... Ryan Greene..... 770.594.6115.....rgreene@roswellgov.com
 Permit Technician Katie Byrd..... 770.594.6195..... kbyrd@roswellgov.com
 Fire Marshall..... Paul Piccirilli.....770-594-6223.....ppiccirilli@roswellgov.com
 Water (Roswell Only)..... Chris Boyd.....770.639.7565.....cboyd@roswellgov.com

OPTIONAL

A B-Focus Meeting is an opportunity provided by the Permit Review Team to potential applicants to ask questions of staff regarding the process and expectations. Contact the Chief Building Official to set up a B-Focus meeting.

EXPIRATION NOTICE

In accordance with Section, 5.4.5 of the City of Roswell Code of Ordinances, an application for a permit for any proposed work shall be deemed to have been abandoned six (6) months after the date of filing for the permit, unless before then a permit has been issued. The Chief Building Official may allow one (1) or more extension of time for periods of not more than ninety (90) days each provided the extension is requested in writing and justifiable cause is demonstrated.

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Application No.: _____
Taken In By: _____

Effective January 1st, 2017, all applicable sub-contractor affidavits must be filed before issuance of permits.

POOL/SPA BUILDING PERMIT APPLICATION			
_____ Single-Family		_____ Commercial	
Trades to add: _____ Electrical _____ Plumbing _____ Mechanical			
PROJECT DESCRIPTION			
Job Site Address: _____			
Pool Size: _____ Fence Existing or New _____ Height _____			
Estimate Value (Labor and Materials): _____			
Sanitary facility required on-site prior to work commencement			
Description of Work:			
Setback from Property Line: Side _____ Side _____ Rear _____			
Deck Setback: Side _____ Side _____ Rear _____			
CONTACTS			
Property Owner	Name: _____		
	Address: _____		
	City: _____	State: _____	Zip: _____
	Phone: _____	Cell: _____	
Contractor	Name: _____		License No: _____
	Address: _____		
	City: _____	State: _____	Zip: _____
	Phone: _____	E-mail: _____	
Applicant	Name: _____		
	Phone: _____	Cell: _____	
<i>Notice: No changes shall be made from that which is stated in this application, or in attached plans and specifications, except by submitting a revised application, plans and/or specifications and receiving approval of the Chief Building Official for such change. Granting of a permit shall not be construed as a permit for or an approval of any violation of the Building Code or any other state or local law regulating construction or the performance of construction. I hereby certify that I have read and examined this application and the information provided herein is true and correct. I further certify that all construction will comply with the International Building Codes.</i>			
Signature of Applicant _____			Date _____

City of Roswell - Building Permit Fees- ALL FEES PAID AT TIME OF SUBMITTAL

Application Fee	\$25 - a non-refundable application fee is in addition to the applicable fees below	
Plan Review	Building, plumbing, mechanical, electrical and permanent sign permit fees will be collected in addition to fees that are based on Building Valuation Tables	50% of the permit fee for commercial projects. 25% of the permit fee for residential projects.
Building Valuation	Residential – One & Two Family and Non-Residential & Multi-Family	Use ICC Building Valuation Data Table, latest publication edition
Permit Fees Based on Valuations ALL FEES ARE PAID AT TIME OF SUBMITTAL. ALL FEES ARE NON-REFUNDABLE UNLESS AN ERROR HAS BEEN MADE INTERNALLY.	The following valuation shall be used for all building permit fees including electrical, mechanical, plumbing, fire related and building permits in which square footage is not an applicable determination to calculate building fees	
	TOTAL VALUATION	FEES
	\$0 to \$2,000	\$25
	\$2,001 to \$5,000	\$25 for the first \$2,000; plus \$7 for each additional \$250 or thereof, to and including \$5,000
	\$5,001 to \$50,000	\$109 for the first \$5,000; plus \$6 for each additional \$1,000 or fraction thereof, to and including \$50,000
	\$50,001 to \$100,000	\$379 for the first \$50,000; plus \$5 for each additional \$1,000 or fraction thereof, to and including \$100,000
	\$100,001 and \$750,000	\$629 for the first \$100,000; plus \$4 for each additional \$1,000 or fraction thereof, including \$750,000
	\$750,000 and above	\$3,229 for the first \$750,000; plus \$2 for each additional \$1,000 or fraction thereof
Certificate of Occupancy or Completion (C/O or C/C)	Temporary, conditional and partial certificate of occupancy AND for each 30-day extension	\$200
	Replacement of permits, CO's, etc.	\$25
Re-Inspections	Re-inspection fee	\$50 first time \$75 second time \$100.00 third time and each subsequent time
Sign Permits (incl. elec.)	Wall	\$50 + \$25 app fee & \$25 review fee
	Free Standing	\$100 + \$25 app fee & \$50 review fee
Others	Transfer of Permit/change of contractor	\$200
	Temporary Power Letter	\$50
	Temporary Power Pole	\$25
	Demolition	\$100
	Erosion Fee	\$20
	House Moving Permit	\$100
	Roofing	per valuation
	Inspections outside of normal business hours	\$75 per hour (\$150 minimum)
	Minor (50% or less) Plan Revision Reviews – Revision on change to plans after approval	\$75 per hour (\$150 minimum)
	Fee for work done without a permit	200% of original permit fee
	Temporary Construction Trailer (not including electric	\$100
	Preliminary/Code compliance/safety inspections	\$100