



**City of Dawsonville**  
415 Highway 53 East Suite 100  
Dawsonville, Georgia 30534  
Phone: (706)265-3256

## Commercial Building Permit Application

Project Name/Subdivision: \_\_\_\_\_ Historic District: \_\_\_\_\_  
Project Address: \_\_\_\_\_ Parcel #: \_\_\_\_\_  
Lot #: \_\_\_\_\_ Projected Building Cost/Valuation: \$ \_\_\_\_\_

**Property Owner:** \_\_\_\_\_ **Contact:** \_\_\_\_\_  
**Cell Phone #:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**General Contractor & Subcontractors must be State Licensed and a Business License.**

**GC Name/Company:** \_\_\_\_\_ **Contact:** \_\_\_\_\_  
**Cell Phone #:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Electrical Contractor:** \_\_\_\_\_ **Contact:** \_\_\_\_\_

**Cell Phone #:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**Plumbing Contractor:** \_\_\_\_\_ **Contact:** \_\_\_\_\_

**Cell Phone #:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**HVAC Contractor:** \_\_\_\_\_ **Contact:** \_\_\_\_\_

**Cell Phone #:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**Other Contractor:** \_\_\_\_\_ **Contact:** \_\_\_\_\_

**Cell Phone #:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**Zoned:** \_\_\_\_\_ **Minimum Zoning Requirements: Setbacks:** Front \_\_\_\_\_ Rear \_\_\_\_\_ Right \_\_\_\_\_ Left \_\_\_\_\_

**Utility Providers:** Water: \_\_\_\_\_ Sewer: \_\_\_\_\_ Power: \_\_\_\_\_ Gas: \_\_\_\_\_

| Building Plan Review and Building Permit | Fee                   | Cost      |
|--|-----------------------|-----------|
| Commercial Building Plan Review Fee      | \$1,000.00            | \$        |
| Commercial Building Inspection Fee       | \$530.00              | \$        |
| Covered Space                            | \$0.35 per square ft. | \$        |
| Uncovered Space                          | \$0.20 per square ft. | \$        |
| Minimum Permit Fee                       | \$100.00              | \$        |
| Certificate Occupancy Fee                | \$100.00              | \$        |
| 1 <sup>st</sup> 6 Months Renewal Fee     | \$200.00              | \$        |
| 2 <sup>nd</sup> 6 Months Renewal Fee     | \$400.00              | \$        |
|  | <b>Total</b>          | <b>\$</b> |

Permit Cards MUST be posted at the location prior to any work being done. Cards shall be visible from the street and protected from the weather. Non-posting of permit cards constitutes a reinspection and a \$100.00 reinspection fee. All failed inspections will be charged \$100.00 reinspection fee. All plans and construction shall be in accordance with the International Construction Code (ICC), as adopted per the City of Dawsonville Code of Ordinances; Article II Section 102-19. Permits may be reinstated up to two (2) separate six (6) month extensions (with fees). Prior to reinstating a permit, the planning director shall determine if a new plan review and plan revision is required.

Name of Applicant (print) \_\_\_\_\_ Title: \_\_\_\_\_

Company: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

E-mail: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Commercial Building Permit Checklist**

- ☐ Approved Civil Site plan
- ☐ Provide electronic pdf building plan and one (1) hard copy for review.
- ☐ Provide four (4) sets of hard copy and one (1) electric PDF for sign off.
- ☐ An Approved Recorded Plat – Clerk of Court at Dawson County 706.344.3510
- ☐ Proof of Ownership (tax receipt/sales contract/etc)
- ☐ Septic Tank Permit (if applicable) – Environmental Health Department
- ☐ Restroom facility / port-a-john permit – Environmental Health Department
- ☐ Environmental Plan Review (if applicable)
- ☐ Fire Marshal Plan Review approval.
- ☐ Provide proof of purchase of water meter and sewer tap fee City of Dawsonville or Etowah Water & Sewer.
- ☐ Work commencing before permit issuance will be charged 100% of the usual permit fee.