



FOR OFFICE USE ONLY	
Submittal Date: _____	Permit #: _____
Approved Date: _____	Initials: _____

PLANNING & COMMUNITY DEVELOPMENT*eastpointcity.org*

2757 East Point Street, East Point, GA 30344 * Phone: (404) 270-7212 * Fax: (404) 270-2784

CONSTRUCTION PERMIT APPLICATION FOR DECKS, RAMPS, PORCHES, EXTERIOR STEPS, GABLES

Submittal Requirements		
Permit Documents	Homeowner Documents	Contractor Documents
1. Permit Application 2. One (1) hardcopy copy of plans (min. 11"x17" paper) and one (1) digital copy of plans (pdf format) that include 1) a site plan showing the proposed work with all dimensions and its setback distance from property lines and 2) construction details. 3. Permit Fees Site Plan: Fulton County Board of Assessors Deck Construction (refer to): GA Amendments Prescriptive Deck Details (based on 2012 IRC)	+	1. Government Issued I.D. 2. Homeowners Affidavit 3. Proof of Homeownership: *Homeowner's Insurance Policy *Deed or Property Tax Bill (if Insurance can't be provided) 4. East Point Authorized Agent Form (if representing Homeowner)
	OR	1. Government Issued I.D. 2. Business License 3. State License (if applicable) 4. East Point Authorized Agent Form (if representing State Card Holder or Specialty Trade Owner) 5. Bond Form or Waiver Packet (if applicable)

PROJECT ADDRESS

Address: _____

CONTRACTOR (All contact information REQUIRED) Not a Contractor; Specialty Trade: _____ (Description)

Name: _____ Phone: _____

Company Name: _____ Fax: _____

Address: _____ Suite: _____ E-mail: _____

City: _____ State: _____ Zip: _____

Business License #: _____ State Card #: _____

PROPERTY OWNER (All contact information REQUIRED)

Name: _____ Phone: _____

Company Name: _____ Fax: _____

Address: _____ Suite: _____ E-mail: _____

City: _____ State: _____ Zip: _____

PROJECT DETAILS Commercial Residential **ESTIMATED VALUE\$** _____

Description of Work: _____

SIGNATURE My signature below certifies that I will personally supervise this installation:_____
Print Name_____
Signature_____
Date Homeowner Contractor / Specialty Trade

This application is not a permit until fees are received, plans are approved and permit is issued. Any work prior to permit issuance is prohibited.	Accepted forms of payment: Cash, Credit Card, ATM Card, Cashier's Check, Business Check or Money Order. Fees are non-refundable.	TOTAL FEES: \$ _____
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