

Harris County Community Development
PO Box 689
125 Barnes Mill Road
Hamilton, Georgia 31811
Telephone: (706) 628-4700

Residential

NOTICE TO BUILDERS

As of July 1, 2008 Builders will be required by The State of Georgia to have a State Contractors License.
Our office will require that you have it on file in our office.

***ALWAYS REFER TO YOUR CONTRACTORS NAME, LOT NUMBER, AND PERMIT
NUMBER WHEN REQUESTING AN INSPECTION***

Must meet set backs of 50 ft from front property line, 35 ft from back property line, 20 ft on the sides

- Before your building permit can be issued, two processes must be completed.
 - **Completion of the building permit application:** Once your application has been submitted, your building plans and site plans will be submitted for review. Your building plans and site plans must be approved before a building permit can be issued.
 - **Lot disturbance/construction driveway inspection:** Once you have been given the permission to clear your lot, and you have installed your construction entrance and your Best Management Practices are ready, call in and request a soil & erosion/construction entrance inspection. **Any land disturbing activities must comply with the Harris County Soil Erosion and Sediment Control Ordinance. All those disturbing the lot must have a "Blue" card.**

After these processes have been completed, someone from this office will call and let you know that the permit is ready to be picked up. **PERMITS SHOULD BE PICKED UP WITHIN A WEEK OF NOTIFICATION OF COMPLETION. PERMITS WILL NOT BE ISSUED AFTER 4:00 p.m.**

- **Job Boxes shall be required on all job sites. All job boxes shall be located within 10 feet of the construction entrance.**
- The codes used in the STATE OF GEORGIA are as follows:
2024 International Residential Code, 2024 International Building Code, 2024 International Mechanical Code, 2024 International Plumbing Code, 2024 International Fuel Gas Code, 2023 NEC Electrical Code, 2024 International Fire Code, 2015 International Energy Conservation Code.
- Additional permits, such as electrical, plumbing, or HV/AC, are required to be picked up prior to work by a licensed electrician, plumber, and HVAC contractor. All electricians, plumbers, and HVAC contractors must show a State License upon requesting a permit or have a current license on file in this office. All separate contractors shall have a current Occupational Tax Certificate as required by the Harris County Code.

This checklist will inform you when it is necessary to have an inspection on your project and how to request your inspections.

➤ **CALLING FOR AN INSPECTION:**

- Inspections must be called into the office before 4:00 p.m. on the day prior to the desired inspection. **DO NOT CALL INSPECTIONS INTO THE INSPECTORS.**
- We do not take inspections for more than a day in advance.
- Inspections will be conducted between 8:30 a.m. – 4:00 p.m., Monday-Friday. **WE ARE NOT ABLE TO ARRANGE EXACT TIMES FOR INSPECTIONS.**
- If you need to cancel an inspection, you must call the office before 8:30 a.m., the day of the inspection.
- The work you are having inspected should be **finished** when you call for an inspection.
- If an electrical, plumbing, or HVAC permit is needed, the permit must be emailed to hupermits@harriscountygga.gov or brought into the office **before** the inspectors will be sent out to perform the inspection.

➤ **INSPECTIONS:**

WHEN TO CALL FOR THE INSPECTION:

• **Construction Entrance:**

This is the **only** inspection that occurs before a building permit is issued. After the permit has been submitted, an inspection of the construction exit and the area stabilization (silt screen placement, ground cover, etc.) will be made. The construction exit is a 20 ft minimum by 50 ft minimum exit with six inches of size 1 ½-3 ½ inch stone. A culvert, if required, must be installed according to county or state regulations. Once this inspection is passed a building permit can be issued.

• **Temporary Power Pole:**

After temporary power pole is installed. Power companies will be notified by e-mail between 3:00–5:00 p.m. the day of the inspection.

• **Footing Inspection:**

After the footing is dug, grade stakes are set, and bulkheads are in place but **before** the footings are poured and concrete ordered. All topsoil, vegetation, & foreign material must be removed from the area within the foundation walls.

Note: A 3'x 3' x 3' pit may be dug to place waste concrete in, DO NOT washout on county roadway.

- **Pre-slab Plumbing**

All plumbing under a slab must be visible **prior** to placing base course, vapor barrier, termite treatment, and 6x6 wire fabric. A 8 ft head of water is required to test drainage system for leaks. All topsoil, vegetation, and foreign material must be removed from the area within the foundation walls. *A plumbing permit must be issued before an inspector can conduct the inspection.*

- **Slab**

After base course, termite treatment, and vapor barrier are in place. Proof of termite treatment from a Georgia Licensed Control Company is required. *The termite letter must be faxed or mailed into the office before final inspection.*

- **Rough In**

The following must be completed for Rough In inspection. (DO NOT INSTALL ANY INSULATION or DRYWALL PRIOR TO ACCEPTANCE OF ROUGH IN INSPECTION) All of these items will be inspected at one time. *The plumbing, mechanical and electrical permits must be issued before an inspector will be able to conduct the inspection:*

1. **Electrical Rough In:** All electrical wiring run with outlet boxes set and grounded.
2. **Plumbing Rough In:** All drain lines run with vent stacks through the roof. If a two story building, head test is required for second story in order to check for leaks.
3. **Mechanical Rough In:** Heating and air conditioning equipment, ducts, flues, vents, and drain pan and lines must be installed. Gas lines must have a constant 15 pounds of air pressure on line and the gauge must be accessible to the inspector in order to check for leaks.
4. **Framing Rough In:** When framing is completed. Attic ventilation, fireplaces, chimneys, flashing, brick ties, sealing of top and bottom plates that have been drilled or notched, fire stopping and draft stopping completely installed. **ALL WORK DONE MUST BE VISIBLE TO THE INSPECTOR!**

- **Construction Power**

Electrical receptacles, switches, and fixtures must be installed or wire nuts placed on any loose wires. Wall panels or sheet rock on inside walls must be mudded and taped. Exterior of building shall be a weather tight shell. This is only temporary power not permanent power and is subject to disconnect if final inspection is not passed and Certificate of Occupancy not issued.

- **The following 2 inspections may be combined into 1 inspection. If they are not combined into 1 inspection the Erosion & Control Stabilization must happen first.**

- **Erosion & Control Stabilization**

Required before inspection is done will be an as built site plan showing correct setbacks. Inspection will consist of finish grade, final stabilization, drainage swales, ditches and building setbacks. Before you call in this inspection all areas and slopes are permanently stabilized with sod or permanent grass with mulch (no pine straw).

- **Final**

Must call for this inspection after all of the above items have been completed. A termite treatment letter , approval for the septic system and the Georgia Energy Code Compliance Affidavit for Harris County must also be in file. Address is to be posted so as to be seen from the road or street. Once the final passes the inspection a Certificate of Occupancy will be issued. **OCCUPANCY PRIOR TO AN APPROVED FINAL INSPECTION IS A MISDEMEANOR. A FINAL IS NOT APPROVED UNTIL A SIGNED CERTIFICATE OF OCCUPANCY IS ISSUED.**

- **Note:** (1) All litter and scrap building materials must be deposited in the Harris County landfill located three miles east of Hamilton, Georgia on Barnes Mill Road. Anyone placing building materials at or in dumpsters will be prosecuted. Do not bury building waste on lots! (2) The approved plans shall be kept on site of construction; any changes in construction must have prior written approval.
- **NO MASONRY MAILBOXES ON ROAD RIGHT-OF-WAY.**

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Building Permit Affidavit

Georgia Law OCGA 43-41

Code Section 43-41-17 (2) (h) - Nothing in this chapter shall preclude any person from constructing a building or structure on real property owned by such person which is intended upon completion for use or occupancy solely by that person and his or her family, firm, or corporation and its employees, and not for use by the general public and not offered for sale or lease. In so doing, such person may act as his or her own contractor personally providing direct supervision and management of all work not performed by licensed contractors. However, if, under this subsection, the person or his or her family, firm, or corporation has previously sold or transferred a building or structure which had been constructed by such person acting without a licensed residential or general contractor within the prior 24 month period, starting from the date on which a certificate of occupancy was issued for such building or structure, then such person may not, under this subsection, construct another separate building or structure without having first obtained on his or her own behalf an appropriate residential or general contractor license or having engaged such a duly licensed contractor to perform such work to the extent required under this chapter, or it shall be presumed that the person, firm, or corporation did not intend such building solely for occupancy by that person and his or her family, firm, or corporation. Further, such person may not delegate the responsibility to directly supervise and manage all or any part of the work relating thereto to any other person unless that person is licensed under this chapter and the work being performed is within the scope of that person's license. In any event, however, all such work must be done in conformity with all other applicable provisions of this title, the rules and regulations of the board and division involved, and any applicable county or municipal resolutions, ordinances, codes, permitting, or inspection requirements.

Code Section 43-41-2 (9) - "Residential contractor" means any contractor who may contract for, undertake to perform, submit a bid or a proposal or otherwise offer to perform, and perform any activity or work as a contractor requiring licensure under this chapter for a fixed price, commission, fee, wage, or other compensation or who undertakes any activity or work on his or her own behalf or for any person or business organization that is not licensed as a licensed residential contractor pursuant to this chapter where such activity or work falls into the category of residential-basic contractor or residential-light commercial contractor as defined in this Code section and where the total value of the work or activity or of the compensation to be received by the contractor for such activity or work, whichever is the higher, exceeds \$2,500.00. The term "residential contractor" shall include both a residential-basic contractor and a residential-light commercial contractor, except where otherwise expressly stated. The work or activity performed by a residential contractor may include within its scope any work requiring licensure under Chapter 14 of this title; provided, however, that any work contractually undertaken by a residential contractor in the nature of electrical contracting, plumbing, conditioned air contracting, low voltage contracting, or utility contracting which falls within the licensing requirements of Chapter 14 of this title may not be performed by the residential contractor but shall only be performed by a person who is duly licensed to perform such work under Chapter 14 of this title.

10) "Residential-basic contractor" means and encompasses a person who performs contractor work or activity relative to detached one-family and two-family residences and one-family townhouses not over three stories in height and their accessory buildings and structures;

Code Section 43-41-16 (3) – Performing any act which assists a person or entity in the prohibited unlicensed practice of contracting if the licensee know or has reasonable grounds to know that the person or entity is unlicensed.

Code Section 43-41-16 (4) - Knowingly combining or conspiring with an unlicensed person by allowing his or her license to be used with the intent to evade the provisions of this chapter. When an individual license holder allows his or her license to be used to qualify one or more business organizations, including where such qualifying agent for a person engaged in general contracting does not actually possess and exercise the power and authority required of a qualifying agent under paragraph (7) of Code Section 43-41-2 and Code Section 43-41-9, such act constitutes prima-facie evidence of an intent to evade the provisions of this chapter;

Referenced by Georgia Law OCGA 43-41
For full view of law see

http://sos.georgia.gov/acrobat/PLB/laws/49_Residential_And_General_Contractors_43-41.pdf