



City of Acworth  
Development Department

4415 Center Street  
Acworth, Georgia 30101  
Office: (770) 974-2032

[building@acworth.org](mailto:building@acworth.org)  
[www.acworth.org](http://www.acworth.org)

**COMMERCIAL ACCESSORY STRUCTURE PERMIT APPLICATION**

*All contractors are required to have a Georgia contractor's license and/or a business license from a Georgia municipality!*

\*Note: A separate permit is required for each and every building, structure or suite on which work is to be done. If a building contains more than (1) unit, list the addresses of all units in which work will be done.

1. All accessory structures / buildings must be subordinate to the principal building on every lot.
2. All accessory structures / buildings must be at least five feet at every point from any property line or as **DESIGNATED BY ZONING**.
3. All accessory structures / buildings must be in the side or rear of the property in relation to the principal structure.
4. Submit a Site Plan depicting all existing structures as well as the addition, showing distances to all property lines.
5. Note that all disturbed areas of ground cover must be re-vegetated with sod or proper plantings.
6. A copy of the approved "Cobb Co. Commercial Permit Application Form" from the Fire Marshal's Office must be submitted for all commercial permits.
7. Submit an Erosion & Sedimentation Control Plan along with this application.
8. When in the Downtown Development Authority's district, building elevation will require D.D.A. approval.
9. Re-inspection Fees: \$75.00 each Occurrence.

Location/Street Address: \_\_\_\_\_

Subdivision / Complex: \_\_\_\_\_ Lot, Suite, Apt. #: \_\_\_\_\_

Owner Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Mobile: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Mobile: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_

Electrical Utility Provider (If known): Acworth Power ( ) GA. Power ( ) Cobb EMC ( )

TOTAL VALUATION OF CONSTRUCTION \$ \_\_\_\_\_ TOTAL SQUARE FOOTAGE \_\_\_\_\_

NOTE: The "CONSTRUCTION VALUATION" is the Turn-Key cost of the entire job, including architectural and design fees, all site work necessary for the building (including utility lines), materials, labor, overhead and profit for all trades.

BASE FEE: \_\_\_\_\_ \$ 110.00

PLANS REVIEW FEE: \_\_\_\_\_ \$ 200.00

PERMIT COST: \$6.00 per \$1,000 (or any portion thereof) OF TURN-KEY VALUATION OF CONSTRUCTION): \$ \_\_\_\_\_

TOTAL COST: \_\_\_\_\_ \$ \_\_\_\_\_

Job Description: \_\_\_\_\_

**Work Commencing Without a Permit:** Where any work for which a permit is required is started without such a Permit having been issued, the applicable fees shall be doubled. (This includes permits for Building, Electrical, Plumbing, Mechanical, Gas Etc.) The payment of such a double fee shall not relieve any persons from fully complying with the requirements if all applicable codes and City Ordinances including on work already performed, concealed or otherwise not inspected, nor shall it relieve them from any other penalties as may be prescribed by law.

**Expiration of Permits:** All permits expire 6 months after the last required inspection that has been passed, or 6 months after the date of issue if no required inspections have been approved. The Building Official may issue a 6-month extension of a permit (for due cause) if requested in writing by the permit holder prior to such permit expiring.

**This application is for the Accessory Structure only. All other work, such as for a Grease Trap, Signage, Etc. must be reviewed and permitted separately.**

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

\_\_\_\_\_  
**PRINT NAME-- CONTRACTOR OR AUTHORIZED AGENT**

\_\_\_\_\_  
**SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT**

\_\_\_\_\_  
**DATE**

**This Permit is Subject to the Following Terms & Conditions**

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**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**FOR OFFICE USE ONLY**

**BASE APPLICATION ACCEPTED BY:** \_\_\_\_\_  
**PLANS CHECKED BY:** \_\_\_\_\_  
**ZONING APPROVAL:** \_\_\_\_\_ **TAX PARCEL NUMBER:** \_\_\_\_\_  
**DOWNTOWN DEVELOPMENT AUTHORITY APPROVAL:** \_\_\_\_\_  
**STORMWATER & EROSION APPROVAL:** \_\_\_\_\_  
**ALL OTHER JURISDICTIONAL APPROVALS (See Checklist):** \_\_\_\_\_  
**APPROVED FOR ISSUANCE BY:** \_\_\_\_\_

**Live Load:** \_\_\_\_\_ **Construction Type:** \_\_\_\_\_ **Occupancy Type:** \_\_\_\_\_