



# City of Acworth Development Department

4415 Center Street  
Acworth, Georgia 30101  
Office(770) 974-2032  
[building@acworth-ga.gov](mailto:building@acworth-ga.gov)  
[www.acworth-ga.gov](http://www.acworth-ga.gov)

## Residential Accessory Structure Permit Application

INV# CP \_\_\_\_\_

***All contractors are required to have a Georgia Contractor's License and a business license from a Georgia municipality***

Currently, no permit is required for an unconditioned, residential accessory structure (such as a storage shed or playhouse) with outside dimensions of 120 sq. ft. or less, when not used or intended to be used as habitable space (i.e. a home office, guest quarters, etc.). However, all codes & ordinances must still be met in full and work not in compliance will require corrections and subsequently permitting. Permits are required for any electrical, plumbing or mechanical (HVAC) work if applicable.

1. All accessory structure/buildings must be subordinate to the principal building on every lot. The principal building is the main house on the lot. In order to achieve this, the following conditions must be met:
  - a. The accessory structures/buildings cannot be more than 1/2 (50%) of the size in square footage of the principal building on the lot.
  - b. The accessory structures/buildings cannot be taller than the principal building on the lot. The heights are measured from the highest point of the roof to the lowest point of the ground anywhere around the perimeter of the building or structure.
  - c. The largest dimension of the accessory structure/building cannot exceed the shortest dimension of the principal building on the lot.
2. A separate permit is required for each and every building or structure on which work is to be done. If building contains more than (1) dwelling unit, list addresses of all units in which work will be done.
3. Accessory structures cannot be used for business purposes without the approval of the Zoning Department.
4. All accessory structures/buildings must be at least five feet (5') at every point from any property line or as DESIGNATED BY ZONING.
5. All accessory structures/buildings must be in the side or rear yard.
6. Garages & Carports require a paved hard surface wherever vehicles are parked and for their path of travel to & from the structure. Also note that all disturbed areas of ground must be covered back with sod per Acworth's Zoning Ordinance.
7. You must submit site & elevation plans with this application that depict compliance with the above-mentioned items. Call the Acworth Zoning Administrator with any questions at: (770) 974-2032.
8. Contact Public Works (770) 974-5233 to apply for a land disturbance permit. Building permit not issued without LDAP.
9. All electrical, plumbing and mechanical (HVAC) work must be permitted regardless of the size of the structure or the scope of the work.

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

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

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

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

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

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

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

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

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

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

**FEES BASED ON VALUATION:**

A. \$1-\$25,000:	\$150.00
B. \$25,001-\$50,000:	\$300.00
C. \$50,001-\$75,000:	\$450.00
D. \$75,000 AND OVER:	(COST PER \$1,000) \$ 7.00

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, materials, labor, overhead and profit for all trades.

BASE FEE:	\$ 80.00
PLAN REVIEW FEE:	\$ 150.00
TOTAL COST:	\$ _____

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 if any permit, (for due cause), if requested in writing by the permit holder prior to such a permit expiring,

### **Re-inspection Fees: \$ 75.00 each Occurrence**

**This Permit is Subject to the Following Conditions:**

I hereby certify that I have read and examined both sides of 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** - CONTRACTOR OR AUTHORIZED AGENT

## **FOR OFFICE USE ONLY**

BASE APPLICATION ACCEPTED BY:

**PLANS CHECKED BY:**

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**STORMWATER & EROSION CONTROL APPROVED BY:**

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ZONING APPROVAL: **\_\_\_\_\_** TAX PARCEL NUMBER: **\_\_\_\_\_**

ALL OTHER APPROVALS & DOCUMENTS AS APPLICABLE:

ALL OTHER APPROVALS & DOCUMENTS AS APPLICABLE. \_\_\_\_\_

Live Load: **Construction Type:** **Occupancy Type:**