

4. Power On Main - after all wiring, fixtures, mechanical systems, and appliances are in place, connected and ready for testing.

#### **When may a building be occupied?**

A building or structure cannot be occupied until all inspections have been made and a Certificate of Occupancy has been issued.

#### **What are the responsibilities of the permit holder?**

1. Give 24 hours prior notice when requesting inspections. The telephone number for inspections is 359-5525.
2. Prior to commencing work : for residential construction - post the permit card on the required permit board; for commercial construction - post the permit card in a conspicuous place.
3. Comply with all applicable local, state and federal laws, codes, rules, and regulations.
4. Request the required inspections.

#### **Do you issue partial Permits?**

Partial permits are not issued. Permission to dig footings or foundations may be given by the Building Official prior to the issue of a permit, however no inspections will be made before the permit is issued and any violations or discrepancies discovered during plan review and or inspection will have to be corrected prior to placement of concrete.

#### **What are the penalties for commencing work without a permit?**

Failure to obtain the required permit will result in penalties as follows:

1. For the first offense the penalty is \$75.00 plus the permit fee will be doubled.
2. For the second offence the penalty is \$300.00 plus the permit fee will be doubled.
3. For the third and subsequent offenses, the permit fee will be doubled and the offender will be required to appear in The Magistrates Court of Lincoln County, where a penalty of up to \$1000.00 and 60 days in jail may be assessed .

#### **What documents must be submitted for plan review and permit issue.**

1. Two sets of plans for residential, three sets for commercial.
2. Approved septic tank permit.
3. Site Plan approved by Planning and Zoning - commercial sites only.
4. Permit Application
5. Plot Plan for residential projects showing location of the structure, with set backs indicated.
6. Copy of original plat of the property.

#### **What is the turn over time for plan review?**

1. Single Family Plans - will normally be reviewed within 7 workings days. If a contractor or homeowner wishes to set up a time for the review the turnover time will be the same day.
2. Commercial plans - plan review should be completed within 14 working days, depending on the size and nature of the project. A contractor or designer may request a time to meet and discuss the submitted plans.

#### **When is the seal of an architect registered in the state of Georgia required?**

All Group A, E, I occupancies as defined by the International Building Code. Buildings and structures 3 stories or more in height. Buildings and structures 5000 square feet or more in area. Some plans or portions of plans require an Engineer's seal.

We hope this information is helpful , if you have additional questions please fee free to contact this office at **706-359-5522** or

# DEPARTMENT OF PLANNING & ZONING CODE ENFORCEMENT



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This Pamphlet is designed to answer questions concerning changes in Lincoln County Ordinances related to Building Codes, Permit Requirements and Contractor and Construction Trades Licensing Requirements for 2004.

#### **Who can obtain a permit?**

1. Building: Single Family permits will be issued to contractors. Single family permits can be issued to the homeowner if he/she is going to own and occupy the house.
2. Commercial and other types of construction must be under a contractors license.
3. Electrical, plumbing, and mechanical trades require certificates of competency from the Georgia State Licensing Board.

No permit, shall be issued to anyone, except for home owners, other than a properly licensed contractor under the laws of the State of Georgia and the ordinances of Lincoln County.

## When is a Permit required?

A Permit is required if the value/cost of the projects material and labor is \$500.00 or more, or the type of work requires an inspection as provided for in the construction codes adopted by Lincoln County, or for the following situations.

- a. **New Construction:** commercial and residential.
- b. **Residential renovations:** A Permit shall be obtained before beginning construction, alteration, or repairs, other than ordinary repairs in which the cost of the project materials/labor is more than \$500.00. Ordinary repairs are non structural repairs and do not include addition to, alteration of, or replacement or relocation of water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electrical wiring, or mechanical or other work for which a permit is required by the building official.
- c. **Commercial renovations:** For commercial renovation projects: any contractor who desires to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert, or replace any electrical, gas, mechanical or plumbing system, must obtain a permit.
- d. **Electrical, Plumbing, Gas, and Mechanical Permits:** A permit is required for all Electrical, Plumbing, Gas, and Mechanical Projects exceeding \$500.00. All new installation and repair work requires a permit. Minor repairs can be made to these systems without a permit-as determined by the building official. All permits must be obtained prior to commencement of work to avoid penalties. Please Note: Lincoln County requires an approved disconnect means, adjacent to or incorporated in, the meter base on all new residential and commercial construction and all service change outs when the service entrance and panel are replaced. Regardless of the distance from meter base to panel. Accessory buildings are addressed on a case by case bases.
- e. **Off premise Signs:** All off premise signs require a permit. Signs require the approval of the Director of Planning and Zoning and the Building Official. All signs must comply with the Zoning Ordinance, the International Building Code, and the National Electrical Code. Inspection of signs is required. If the sign is illuminated an electrical permit is required.
- f. **Swimming Pools:** In-ground and above ground pools that are more than 24" deep or more than 5000 gallons, require a permit and inspection. Pool installations must comply with the Standard Swimming Pool Code and the National Electrical Code.
- g. **Utility and Storage Buildings:** One-story detached accessory structures used as tool and storage sheds, play-houses, and similar uses which exceed 120 square feet in area or are constructed on a permanent foundation require a permit.

## What are the requirements for Contractor and Construction Trades licensing?

Starting January 1, 2004 Lincoln County Ordinance 14, Section 4-7 requires all contractors, builders, electricians, plumbers, low-voltage or mechanical contractors :

- a. Pay an Occupation Tax in accordance with the Lincoln County Occupation Tax Ordinance and Georgia State Law.
- b. Place on file with the Department of Planning and Zoning a certificate of insurance for public liability and property damage coverage of not less than \$50,000.00 for each person, and \$100,000.00 for each occurrence.
- c. Execute and deposit with the Department of Planning and Zoning a License and Permit Bond in the sum of not less than \$1000.00, to be conditioned that all work performed under his supervision shall be performed in accordance with all codes, ordinances, and pertinent laws adopted by the jurisdiction.

## What Codes have been adopted that govern Construction, Repairs, and Renovations?

The editions of the following, including Georgia Amendments are in effect as of January 1, 2004:

- a. 2000 Standard Building Code (International Building Code)
- b. 2002 National Electrical Code
- c. 2000 Standard Plumbing Code (International Plumbing Code)
- d. 2000 CABO One and Two Family Dwelling Code ( International Residential Code One & Two Family Dwelling)
- e. 2000 Standard Mechanical Code (International Mechanical Code)
- f. 2000 Standard Gas Code (International Fuel Gas Code)
- g. 1994 Standard Swimming Pool Code
- h. 1985 Standard Unsafe Building Abatement Code
- i. 2000 Standard Fire Prevention Code ( International Fire Code)
- j. 2000 International Energy Conservation Code
- k. O.C.G.A. 120-3-7 Rules and Regulations of the Office of the Georgia Fire Safety Commissioner for Manufactured and Mobile Homes.

## What are the minimum inspections required?

### Building:

1. Footings/Slabs before concrete is placed.
2. Foundation walls - after foundation walls are in place before any framing is placed on foundation wall.
3. Framing- after all rough in plumbing, gas, electrical, and mechanical is in place.
4. Final- after all building, mechanical, plumbing, gas, and electrical systems are installed and tested. (Commercial)- after all building, handicapped, mechanical, gas, plumbing, signs, and electrical fixtures (including signs) are installed, connected and tested. Street Address Numbers Must Be Posted On The Structure At This Time.

### Plumbing:

1. Underground—after piping is installed and before backfill is placed. This inspection requires a pressure test.
2. Rough-in - after soil, waste and vent, water supply and fuel is in place and before piping is concealed. This inspection shall include a pressure test.
3. Final—after all fixtures and appliances are installed and tested.

### Gas

1. Underground- after piping is installed and before any backfill is placed.
2. Rough-in - after piping is installed and before piping is concealed and before any appliances or fixtures are connected. This inspection shall include a pressure test.
3. Final - after all piping, fixtures, and appliances are installed, connected and tested.

### Mechanical

1. Underground - after all fuel and refrigerant piping is installed and before backfill is placed.
2. Rough-in - after all fuel and refrigerant piping is in place and before piping is concealed and before any appliances are connected.
3. Final - after all piping, fixtures, and appliances are installed, connected and tested.

### Electrical

1. Underground - after wiring is installed and before backfill is placed.
2. Slab rough-in - after all conduits and electrical systems are installed prior to placement of concrete.
3. Rough-in - after all wiring, conduit, and boxes are installed prior to concealment. All grounds and boxes must be made up at this time.