

Obtaining a Permit

To obtain a permit you must have the following:

- ◆ A complete Auburn building permit application.
- ◆ Permit fee. (Fees start at \$120.00) Please call for a quote.
- ◆ A site plan (2 copies) based on current survey, which shows existing structures and clearly defines the new structure or addition with trees and other natural features. Any new structures must meet all current setback requirements.
- ◆ An accurately scaled floor plan (2 copies) including interior lay out, door locations, designated use, dimensions of building and interior space. A typical exterior wall section showing foundation, floor, wall and roof framing (if required) and materials to be used.
- ◆ Electrical, Plumbing, and HVAC will require separate permits submitted by a state licensed contractor. \$75.00 each.
- ◆ Sewage disposal permit from the Barrow County Environmental Health Department.

After presenting the required materials, your plans and application will be reviewed for all required trades. If approved, you will be issued a building permit. Most building permits will require a footing, framing and final inspection. A final inspection is mandatory before occupancy. Separate inspections must be scheduled for the electrical, plumbing, and HVAC work. An inspection card and proper street address must be posted at the construction site at all times to receive inspection.

**All inspections require
a 24-hour notice**

**Please call (770) 963-4002 ext. 206
to set your appointment**

City of Auburn Permits and License Dept.

Jay Miller
City Planner
(770)963-4002 ext. 229
cityplanner@cityofauburn-ga.org

Permits and License Clerk
(770)963-4002 ext. 206

Barrow County Environmental Health
(770) 307-3502

City of Auburn

PO Box 1059
Auburn, GA 30011
(770) 963-4002 ext. 200
(770)513-9255 Fax

Monday– Friday
8:30 am— 4:30 pm

This brochure is one in a series designed to provide you information on various regulations administered and enforced by the City of Auburn. The purpose of the brochure is to provide citizens with basic, easy-to-use information regarding city codes and services.



ACCESSORY BUILDINGS



www.cityofauburn-ga.org

Residential Accessory Structures

We want to make it easy for you to build a new accessory structure on your property. This brochure may will help you obtain the City permits needed for your project.

What is an accessory structure?

A structure located on your property such as a detached carport, garage, utility shed, workshop, or gazebo. Accessory structures may be located on residential and commercial properties.



Do I need a permit?

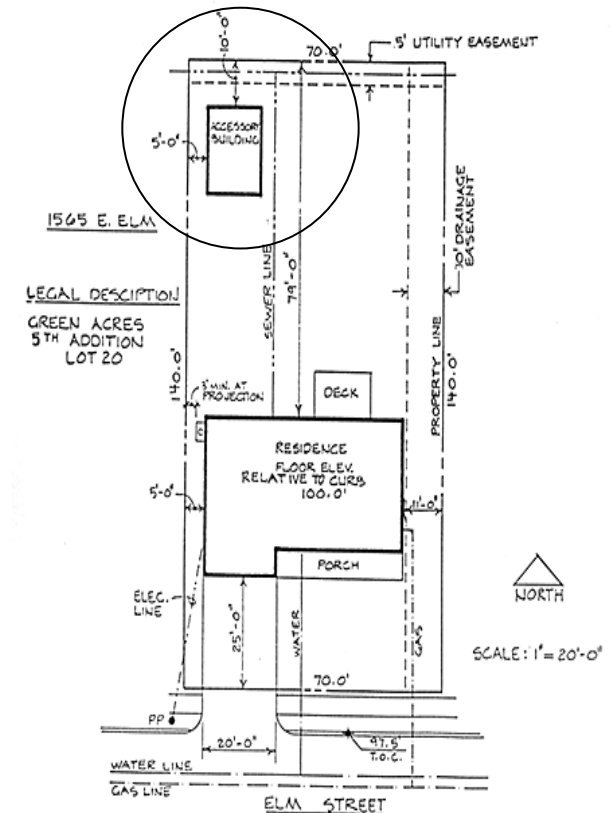
Yes. A building permit, if larger than 96 sq. ft., is needed anytime an accessory structure is built or installed on your property. The permit helps us to make sure that your building plans meet all construction and development standards set by the City. The standards will help protect the health and safety of you and your neighbors and are important in preserving a good quality of life in your neighborhood.

Manufactured accessory structures less than 8'X12' (96 sq. ft.) do not require a permit, however we require an affidavit to be filed with our office.

How long is a permit good for?

Work must begin within six (6) months of permit issuance. Permits expire if project is idle for more than six (6) months and must be renewed.

SITE PLAN ILLUSTRATION



Accessory buildings shall be permitted only in rear yards

Any accessory structure except for walls, fences, driveways and landscaping shall be set back not less than five (5) feet from any property line