



**CITY OF SOUTH FULTON**  
**COMMUNITY DEVELOPMENT AND REGULATORY AFFAIRS**  
**PERMITTING DIVISION**  
**5440 FULTON INDUSTRIAL BLVD**  
**ATLANTA, GA 30336**  
**470.809.7200**  
[www.cityofsouthfultonga.gov](http://www.cityofsouthfultonga.gov)

## **NEW RESIDENTIAL CHECKLIST**

**All items are required at the time of application. Incomplete applications will not be accepted. No copies will be accepted – All required forms must have original signatures & notary stamp (if notary required).**

- ❖ Completed Building Permit Application with original signature.
- ❖ Authorized Agent Form (if applicable)
- ❖ Contractor Licensure
  - A. Contractor State of Georgia License
  - B. Contractor Business License
  - C. Contractor Driver's License or State-Issued Identification Card
- ❖ Installation Lists (Must have original signature)
  - A. Mechanical
    - Mechanical Installation List with original signature
    - Copy of current State of Georgia HVAC License
    - Copy of current Business License
    - Copy of valid Driver's License or State Issued Identification Card
  - B. Electrical
    - Electrical Installation List with original signature
    - Copy of current State of Georgia Electrical License
    - Copy of current Business License
    - Copy of valid Driver's License or State Issued Identification Card
  - C. Plumbing
    - Plumbing Installation List with original signature
    - Copy of current State of Georgia Plumbing License
    - Copy of current Business License
    - Copy of valid Driver's License or State Issued Identification Card
- ❖ Temporary Power Pole (T-Pole) Affidavit – must have original notarized signature
- ❖ Temporary Power (Temp to Perm) Affidavit – must have original notarized signature
- ❖ Copy of Georgia NPDES Notice of Intent (NOI)
- ❖ Copy of LDP Permit for lot/development
- ❖ Application for Fulton County Sewer Permit Services with Receipt
- ❖ 4 copies of site plan, per lot/address (Please see page 4 of Building Permit Application for Site Plan Checklist).