



**HENRY COUNTY BUILDING DEPARTMENT**  
140 HENRY PARKWAY, McDONOUGH, GA 30253  
PHONE: (770) 288-6051 FAX: (770) 288-6187

**CHECKLIST FOR BUILDING PERMITS**  
**[ACCESSORY STRUCTURES AND POOLS]**

**SWIMMING POOLS**

1. \_\_\_\_\_ Completed 'Application for Building Permit' form including any outlets, lights and/or heating elements.
2. \_\_\_\_\_ Septic approval from the Environmental Health Department – 770.288.6190 (if not on sanitary sewer)
3. \_\_\_\_\_ Legible copy of Pool Contractor's Driver's License
4. \_\_\_\_\_ Legible copy of Pool Contractor's current year Business License
5. \_\_\_\_\_ Copy of recorded plat illustrating the location of the house and the proposed pool including distances from the pool to the house and the pool to the property lines.
6. \_\_\_\_\_ Completed 'Site Plan Affidavit'
7. \_\_\_\_\_ Drawing or plan of the pool with dimensions, layout and details.
8. \_\_\_\_\_ If you're in a subdivision with a Homeowners Association, submit written approval for the detached structure/addition.

**DETACHED STRUCTURES AND ADDITIONS**

1. \_\_\_\_\_ Completed 'Application for Building Permit' form
2. \_\_\_\_\_ Septic approval from the Environmental Health Department – 770.288.6190 (if not on sanitary sewer).
3. \_\_\_\_\_ Georgia Energy Code Compliance Method (signed 'Residential Energy Code Compliance Affidavit' or Res-Check Report) **IF HEATED**
4. \_\_\_\_\_ Completed 'Homeowner/Builder Affidavit' form
5. \_\_\_\_\_ Copy of Current State of Georgia Contractor's License; if applicable
6. \_\_\_\_\_ Copy of Homeowner/Builder's Driver's License
7. \_\_\_\_\_ Copy of Current-Year Business License; if applicable
8. \_\_\_\_\_ Completed 'Site Plan Affidavit'

**\*\*CONTINUED ON THE REVERSE SIDE\*\***

9. \_\_\_\_\_ Copy of recorded plat (if not in a platted subdivision) illustrating the location of the detached structure or addition including distances from the detached structure to the house and the property lines or the addition to the property lines.
10. \_\_\_\_\_ Copy of Residential Land Disturbance permit showing final approval; if applicable.
11. \_\_\_\_\_ Two copies of detailed, legible building plans (min. 11" x 17") that provide the following information:
  - a. Elevations (include detailed list of building materials)
  - b. Foundation Plan
  - c. Floor Plans (including square footage and structure height)
12. \_\_\_\_\_ If you're in a subdivision with a Homeowners Association, submit written approval for the detached structure/addition.

Revised 8/11

# HENRY COUNTY BUILDING DEPARTMENT

140 Henry Parkway, McDonough, GA 30253

## APPLICATION FOR BUILDING PERMIT

CHECK NO. \_\_\_\_\_

DATE \_\_\_\_\_

Minimum Fee \$50.00

BLDG. PERMIT NO. \_\_\_\_\_

THIS APPLICATION SHALL BE MADE IN ACCORDANCE WITH APPLICABLE REQUIREMENTS OF HENRY COUNTY CODE FOR A PERMIT TO ERECT, ALTER, REPAIR, OR USE A STRUCTURE AS DESCRIBED HEREIN AND AS REQUIRED BY THE DEVELOPMENT PERMIT.

ADDRESS		PROJECT/SUBDIVISION:		
CITY	ZIP	UNIT:	SECTION:	LOT/BLOCK:
SANITARY FACILITIES: <input type="checkbox"/> Sewer <input type="checkbox"/> Co. Water <input type="checkbox"/> Septic Tank <input type="checkbox"/> Well		PURPOSE OF PERMIT: <input type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Fire Damage <input type="checkbox"/> Alter <input type="checkbox"/> Repair <input type="checkbox"/> Demolish		DESCRIBE USE OF PROPOSED CONSTRUCTION
SQUARE FOOTAGE OF AREAS				TOTAL SQ. FEET:
Lot Size:	Heated Floors	Heated Bonus	Heated Basement	Covered Porches/Deck/Patio
	Garage	Unheated Bonus	Unheated Basement	Accessory Structure
	Unheated Finished Areas (Sun Room, Garage, Storage, etc.)		Other	
No. Stories	No. Rooms	No. Baths	No. Bedrooms	No. Kitchens
Type of Construction (Materials)				Roofing Materials

Owner			Contractor		
Address			Address		
City	State	Zip	City	State	Zip
Telephone #			State License #		Alt. Ph. #
Alt. Telephone #			License Type		Business License #

INDICATE BELOW ALL ADDITIONAL WORK (INCLUDE WORK TO BE DONE BY OTHER SUB-CONTRACTORS) THAT WILL BE DONE IN RELATION TO THIS PERMIT TO COMPLETELY FINISH THIS JOB.

ELECTRICAL	HEATING _____ FA _____ Rad.	AIR CONDITIONING	PLUMBING
<input type="checkbox"/> Gen. Pur. Outlets	<input type="checkbox"/> Gas	<input type="checkbox"/> Electric	<input type="checkbox"/> Kit Sink(s) No. _____
<input type="checkbox"/> Lighting	<input type="checkbox"/> Electric	<input type="checkbox"/> Gas	<input type="checkbox"/> Lavatories
<input type="checkbox"/> Power Connection	<input type="checkbox"/> Steam/Hot Water	<input type="checkbox"/> Chilled Water	<input type="checkbox"/> Commodes
<input type="checkbox"/> Other _____	<input type="checkbox"/> Oil		<input type="checkbox"/> Bathtubs
	<input type="checkbox"/> Solar		<input type="checkbox"/> Other _____

**ESTIMATED COST OF CONSTRUCTION**

THE APPLICANT SHALL BE RESPONSIBLE FROM THE DATE OF THIS PERMIT, OR FROM THE TIME OF THE BEGINNING OF THE FIRST WORK, WHICHEVER SHALL BE THE EARLIER, FOR ALL INJURY OR DAMAGE OF ANY KIND RESULTING FROM THIS WORK, WHETHER FOR BASIC SERVICES OR ADDITIONAL SERVICES, TO PERSONS OR PROPERTY. THE APPLICANT SHALL EXONERATE, INDEMNIFY AND SAVE HARMLESS THE COUNTY FROM AND AGAINST ALL CLAIMS OR ACTIONS, AND ALL EXPENSES INCIDENTAL TO THE DEFENSE OF ANY SUCH CLAIMS, LITIGATION, AND ACTIONS, BASED UPON OR ARISING OUT OF DAMAGE OR INJURY (INCLUDING DEATH) TO PERSONS OR PROPERTY CAUSED BY OR SUSTAINED IN CONNECTION WITH THE PERFORMANCE OF THIS PERMIT OR BY CONDITIONS CREATED THEREBY OR ARISING OUT OF OR IN ANY WAY CONNECTED WITH WORK PERFORMED UNDER THE PERMIT OR FOR ANY AND ALL CLAIMS FOR DAMAGES UNDER THE LAWS OF THE UNITED STATES OR OF GEORGIA ARISING OUT OF OR IN ANY WAY CONNECTED WITH THE ACQUISITION OF AND CONSTRUCTION UNDER THE PERMIT AND SHALL ASSUME AND PAY FOR, WITHOUT COST TO THE COUNTY, THE DEFENSE OF ANY AND ALL CLAIMS, LITIGATIONS, AND ACTIONS, SUFFERED THROUGH ANY ACT OR OMMISION OF THE APPLICANT OR ANY SUBCONTRACTOR, OR ANYONE DIRECTLY OR INDIRECTLY EMPLOYED UNDER THE SUPERVISION OF ANY OF THEM.

I HEREBY CERTIFY THAT I HAVE EXAMINED AND UNDERSTAND ALL INFORMATION ON THIS APPLICATION AND THAT THE ABOVE STATEMENTS AND INFORMATION SUPPLIED BY ME ARE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING WORK TO BE PERFORMED SHALL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT.

APPLICANT'S SIGNATURE \_\_\_\_\_

PLEASE PRINT NAME \_\_\_\_\_

**DO NOT COMPLETE THE FOLLOWING - OFFICE USE ONLY**

MAP REFERENCE	DISTRICT	LAND LOT	ZONING
SETBACKS FROM PROPERTY LINES:	Left	Right	Front      Rear
Date Application Processed	Application Processed By	Entered By	
Building Valuation	Cost of Permit		

BUILDING PERMIT HOLDS/REMARKS \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**HENRY COUNTY BUILDING DEPARTMENT**

140 HENRY PARKWAY, McDONOUGH, GA 30253

PHONE: (770) 288-6051 FAX: (770) 288-6187

**RESIDENTIAL ENERGY CODE COMPLIANCE  
AFFIDAVIT**

Date: \_\_\_\_\_

Construction Type: Single Family

Codes: Georgia State Minimum Standard Energy Code (*International Energy Conservation Code with Georgia State Supplements & Amendments*)

Option: Georgia State Amendments, Table 402.1.1, Climate Zone 3 (see back of form)

Building Address: \_\_\_\_\_

Subdivision (if applicable): \_\_\_\_\_ Lot # \_\_\_\_\_

Builder/Company Name: \_\_\_\_\_

Builder/Company Address: \_\_\_\_\_

Statement of Compliance: I understand by my selection of the above Option method that I must meet or exceed the minimum insulation values as stated for the walls, windows and doors and that I will comply with all of the requirements stated in the chosen Option.

Builder/Contractor -- Signature: \_\_\_\_\_

Builder/Contractor -- Print Name: \_\_\_\_\_

\*Delete Tables 402.1.1, "Insulation And Fenestration Requirements By Component", and 402.1.3, "Equivalent U-Factors", and substitute by adding new Table 402.1.1, "Insulation And Fenestration Requirements By Component", as follows:

TABLE 402.1.1  
INSULATION AND FENESTRATION REQUIREMENTS BY COMPONENT<sup>a</sup>

CLIMATE ZONE	FENESTRATION U-FACTOR <sup>b</sup>	SKYLIGHT U-FACTOR <sup>b</sup>	GLAZED FENESTRATION SHGC <sup>b</sup>	CEILING R-VALUE <sup>c</sup>	WOOD FRAME WALL R-VALUE <sup>d</sup>	ATTIC KNEEWALL <sup>e</sup>
2	0.65	0.75	0.40	R-30 or U-0.030	R-13 or U-0.082	R-18 or U-0.065
3	0.65	0.65	0.40	R-30 or U-0.030	R-13 or U-0.082	R-18 or U-0.065
4	0.40	0.60	0.40	R-38 or U-0.025	R-13 or U-0.082	R-18 or U-0.065

CLIMATE ZONE	MASS WALL R-VALUE	FLOOR R-VALUE <sup>f</sup>	BASEMENT WALL R-VALUE <sup>g</sup>	SLAB R-VALUE AND DEPTH <sup>h</sup>	CRAWL SPACE WALL R-VALUE <sup>i</sup>
2	R-5 or U-0.141	R-13 or U-0.064	R-0 U-0.36	0	R-0 U-0.477
3	R-5 or U-0.141	R-19 or U-0.047	S/13 U-0.136	0	S/13 U-0.136
4	R-5 or U-0.141	R-19 or U-0.047	S/13 U-0.136	0	S/13 U-0.136

For SI: 1-foot = 304.8 mm.

- R-values are minimums. U-factors and SHGC are maximums. R-19 shall be permitted to be compressed into a 2 x 6 cavity. Nonfenestration U-factors shall be obtained from measurement, calculation or an approved source.
  - The fenestration U-factor column excludes skylights. The SHGC column applies to all glazed fenestration, including doors 50 percent or more glazed. One door or window (or up to 15 square feet [1.4 m<sup>2</sup>] of glazed fenestration) may be exempt from meeting the U-factor and SHGC.
  - Ends and sides of ceiling joist cavity shall be blocked with an approved air barrier. Flat ceiling insulation shall be in contact with interior side of ceiling. Ceiling areas without attic space in Climate Zone 4 may be R-30 (maximum of 25 percent of ceiling area). For HVAC platform and floored access path areas, ceiling insulation may be reduced to R-19.
  - All vertical insulation shall be in substantial contact with an air barrier on all six (6) sides.
- Exceptions:
- Unfinished basements (insulation shall be restrained to stay in place).
  - On interior side of wall in Climate Zones 2 and 3 behind tubs, showers and fireplaces (insulation shall be restrained to stay in place).
- R-13 + R-5, R-15 + R-3, or R-19 compressed into a 2 x 6 cavity is deemed to meet R-18 minimum requirement. Attic side shall have a sealed air barrier.
  - Floor insulation shall be installed to maintain permanent contact with the underside of the subfloor decking, and insulation ends shall be blocked. Cantilevered floors shall be R-30 and band area above exterior wall shall be blocked.
  - R-5 is mass and R-13 is cavity and band. For basements with no direct conditioning, either the floor or all of the basement walls shall be insulated. For basements with direct conditioning, all of the basement walls shall be insulated.
  - Unheated slabs. Heated slabs shall have exterior edge insulated to R-5 to a depth of 2 feet (610 mm). Insulation located below grade shall be in compliance with Section 402.2.7.
  - See Section 402.2.8 of these Georgia State Supplements and Amendments.
  - Consideration should be given for mold, moisture, and for termite inspection and treatment.

Georgia is Climate Zone 3

Exceptions:

- Climate Zone 2 Counties: Appling, Atkinson, Bacon, Baker, Berrien, Brantley, Brooks, Bryan, Camden, Charlton, Chatham, Clinch, Colquitt, Cook, Decatur, Echols, Effingham, Evans, Glynn, Grady, Jeff Davis, Lanier, Liberty, Long, Lowndes, McIntosh, Miller, Mitchell, Pierce, Seminole, Tattnall, Thomas, Toombs, Ware and Wayne.
- Climate Zone 4 Counties: Banks, Catoosa, Chattooga, Dade, Dawson, Fannin, Floyd, Franklin, Gilmer, Gordon, Habersham, Hall, Lumpkin, Murray, Pickens, Rabun, Stephens, Towns, Union, Walker, White and Whitfield.



## HENRY COUNTY BUILDING DEPARTMENT

90 RONNIE STEWART DRIVE, MCDONOUGH, GA 30253

PHONE: (770) 288-6051 FAX: (770) 288-6187

### HOMEOWNER/BUILDER AFFIDAVIT

I, \_\_\_\_\_, hereby confirm that I am acting as my own General Contractor, which does not require me to have a State of Georgia Contractor's License and an Occupational Tax Certificate and that the permit I am obtaining is solely for occupancy or use by my personal family.

**FOR RESIDENCES:** I intend to live in and occupy and use the structure as my residence when completed. I am not building this home to sell, rent or for use by another person or family. I understand I cannot build another residence as a Homeowner/Builder for two (2) years after receiving my Certificate of Occupancy.

**FOR ACCESSORY STRUCTURES:** I intend to use the accessory structure for its permitted use and not for a business or residence.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_



## HENRY COUNTY BUILDING DEPARTMENT

140 HENRY PARKWAY, MCDONOUGH, GA 30253

PHONE: (770) 288-6051 FAX: (770) 288-6187

### SITE PLAN AFFIDAVIT

Date: \_\_\_\_\_

Builder's Name: \_\_\_\_\_

Builder's Phone: \_\_\_\_\_

Building/Site Address: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_ Lot/Block: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

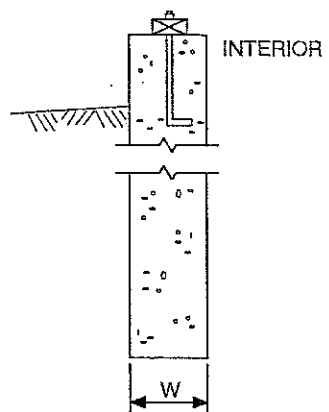
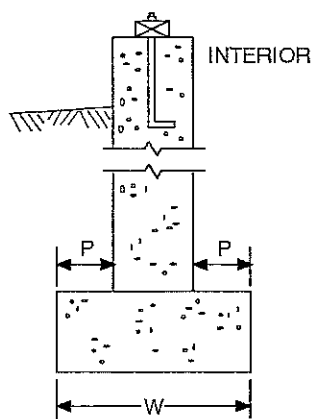
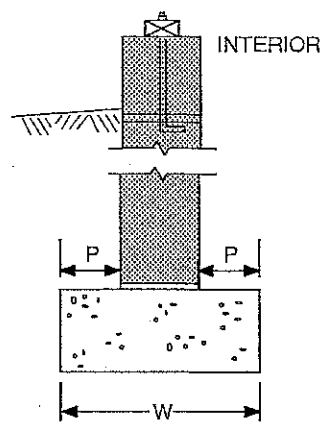
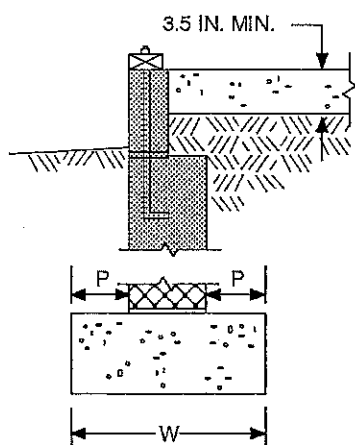
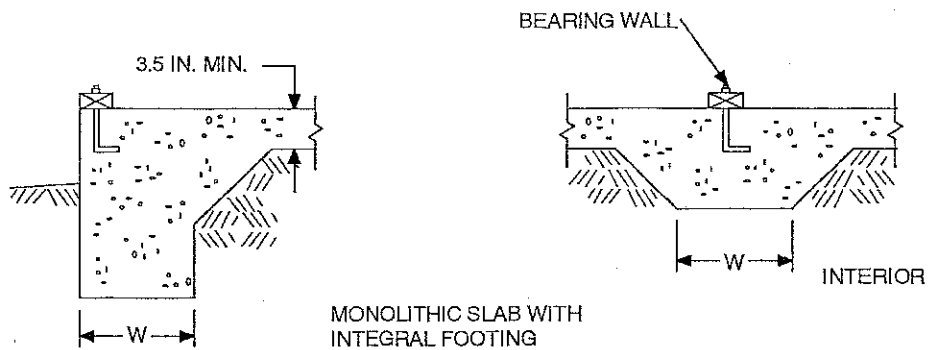
Owner's Address: \_\_\_\_\_

Owner's Phone: \_\_\_\_\_

I hereby approve and affirm to Henry County that the Building and/or Structure will be located on the property as it is shown on the submitted Site Plan. I further acknowledge that any deviation from the proposed and approved location may create a non-conforming lot and/or structure which could preclude the use of the Building and/or Structure until the non-conformance is corrected.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_



For SI: 1 inch = 25.4 mm.

FIGURE R403.1(1)  
CONCRETE AND MASONRY FOUNDATION DETAILS