



**Fulton County Government**  
**Department of Planning & Community Services**  
**Fulton County Government Service Center**  
**5440 Fulton Industrial Boulevard**  
**Atlanta, GA 30336**  
**O: 404-612-7800**  
**W: <http://www.fultoncountyga.gov/fcpcsd-home>**

## **NEW RESIDENTIAL CHECKLIST**

***All items required to be presented at time of application. Fulton County will not accept incomplete applications.***

- Building permit Application (4 pages) with original signature
- Authorized Agent Permit 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 and be submitted with building permit application)
  - a. Mechanical
    - i. Mechanical Installation List with original signature
    - ii. Copy of current State of Georgia HVAC License
    - iii. Copy of current Business License
    - iv. Copy of valid Driver's License or State Issued ID Card
  - b. Electrical
    - i. Electrical Installation List with original signature
    - ii. Copy of current State of Georgia Electrical License
    - iii. Copy of current Business License
    - iv. Copy of valid Driver's License or State Issued ID Card
  - c. Plumbing
    - i. Plumbing Installation List with original signature
    - ii. Copy of current State of Georgia Plumbing License
    - iii. Copy of current Business License
    - iv. Copy of valid Driver's License or State-issued ID Card
- Temporary Power Pole (T-Pole) Affidavit – Must have original notarized signature
- Temporary Power Affidavit (TEMP TO PERM) – Must have original notarized signature
- Copy of Georgia NPDES Notice of Intent (NOI)
- Copy of LDP Permit for lot/development
- Application for Atlanta Water Meter with original signature
- Application for Fulton Sewer Services with original signature
- 3 copies of site plan, per lot/address. Note: Page 4 of Building Permit Application contains a Site Plan Checklist

**NO COPIES - All required forms must have original signatures & notary stamp (if notary required)**