



City of Acworth
Community Development Department

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Residential Accessory Structure Permit Application

All contractors are required to have a Georgia Contractor's License and a business license from a Georgia municipality!

*Note: A separate permit is required for each and every building or structure on which work is to be done. If building contains more than (1) dwelling unit, list addresses of all units in which work will be done.

Currently, no permit is required for an unconditioned, residential accessory structure (such as a storage shed or playhouse) with outside dimensions of 120 sq. ft. or less, when not used or intended to be used as habitable space (i.e. a home office, guest quarters, etc.). However, all codes & ordinances must be still be met in full and work not in compliance will require corrections and subsequently permitting. Permits are required for any electrical, plumbing or mechanical (HVAC) work if applicable.

Work Commencing Without a Permit: Where any work for which a permit is required is started without such a permit having been issued, the applicable fees shall be doubled. (This includes permits for Building, Electrical, Plumbing, Mechanical, Gas Etc.) The payment of such a double fee shall not relieve any persons from fully complying with the requirements if all applicable codes and City Ordinances including on work already performed, concealed or otherwise not inspected, nor shall it relieve them from any other penalties as may be prescribed by law.

Expiration of Permits: All permits expire 6 months after the last required inspection that has been passed, or 6 months after the date of issue if no required inspections have been approved. The Building Official may issue a 6 month extension if any permit, (for due cause), if requested in writing by the permit holder prior to such a permit expiring.

- 1. All accessory structure/buildings must be subordinate to the principal building on every lot. The principal building is the main house on the lot. In order to achieve this, the following conditions must be met:
a. The accessory structures/buildings cannot be more than 1/2 (50%) of the size in square footage of the principal building on the lot.
b. The accessory structures/buildings cannot be taller than the principal building on the lot. The heights are measured from the highest point of the roof to the lowest point of the ground anywhere around the perimeter of the building or structure.
c. The largest dimension of the accessory structure/building cannot exceed the shortest dimension of the principal building on the lot.
2. Accessory structures cannot be used for business purposes without the approval of the Zoning Department.
3. All accessory structures/buildings must be at least ten feet (5') at every point from any property line or as DESIGNATED BY ZONING.
4. All accessory structures/buildings must be in the side or rear yard.
5. Garages & Carports require a paved hard surface wherever vehicles are parked and for their path of travel to & from the structure.
6. A site plan depicting compliance with the all above must be submitted for review and approval from Zoning and Stormwater Management prior to permitting.
7. All electrical, plumbing and mechanical (HVAC) work must be permitted regardless of the size of the structure or the scope of the work.

Location / Street Address: _____

Subdivision / Complex: _____ Lot / Apt. #: _____

Owner Name: _____ Phone: _____

Address: _____ Mobile: _____

City: _____ State: _____ Zip: _____ Email: _____

Contractor: _____ Phone: _____

Address: _____ Mobile: _____

City: _____ State: _____ Zip: _____ Email: _____

TOTAL VALUATION OF CONSTRUCTION \$ _____ TOTAL SQUARE FOOTAGE _____

NOTE: The "CONSTRUCTION VALUATION" is the Turn Key cost of the entire job, including architectural and design fees, all site work necessary for the building, materials, labor, overhead and profit for all trades.

BASE FEE: _____ \$50.00

PERMIT COST: \$5.00 per \$1,000 (or any portion thereof) OF TURN KEY VALUATION OF CONSTRUCTION): \$ _____

TOTAL COST: _____ \$ _____

Job Description: _____

Intended Use of Structure: _____

