

Stephens County Building Department
802 E. Doyle Street
Toccoa, GA 30577
706-898-5750 scclerk@stephenscountyga.gov
[Mechanical Permit Application](#)

Permit #: _____ License #: _____

PLEASE BE ADVISED THAT THIS DOCUMENT IS SUBJECT TO THE OPEN RECORDS ACT

Job Address: _____ Email: _____

Map and Parcel: _____

Owner: _____ Phone # _____

Applicant name: _____

Address: _____ City: _____ State: _____ Zip: _____

Mechanical Contractor: _____ Phone # _____

Address: _____ City: _____ State: _____ Zip: _____

Work is: New Addition Alteration Repair

Tons of Cooling: _____ BTU's of Heating: _____ Kitchen Hood: _____ Sq. Ft

Fuel Gas Piping: Yes No Number of drops: _____

Describe Work: _____

IMPORTANT NOTICE

A permit becomes null and void if the work it authorizes does not commence within 180 days of its issuance. A required inspection must occur within 180 days of the issue date of a permit or the job will be considered abandoned and the permit will become null and void. If the permit becomes null and void, it will be necessary to renew the permit and pay all appropriate fees prior to any future inspections. I have read and understand the preceding statements. _____ (Applicant's initial)

Applicant: _____ Date: _____

Signature

Date Received: _____ Received By: _____

Re-inspection Fees: \$75.00

This fee is associated with re-inspections influenced by non-compliance of the requested inspection, not being ready for called inspection, or other reasons for re-inspection.

All permit fees must be paid at time of issuance and any re-inspection fees for any reason must be paid before any further inspections are scheduled or a certificate of occupancy/completion is issued. The fee listed above is the current fee and may be adjusted by the Board of Commissioners or the Construction Board of adjustments from year to year.