



# ELECTRICAL, HVAC, PLUMBING, GAS APPLICATION

## City of Carrollton, GA

Project Address: \_\_\_\_\_ Lot/Unit/Suite \_\_\_\_\_ Permit # \_\_\_\_\_

Owner: \_\_\_\_\_ Phone Number: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contractor: (ELECTRICAL, HVAC, PLUMBING) \_\_\_\_\_

Address: \_\_\_\_\_ Phone # \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Occupational Tax # \_\_\_\_\_ State License # \_\_\_\_\_ Exp. Date \_\_\_\_\_  
(Provide Copy of Business License) (Provide Copy of State License)

**Scope** (circle one)

- |                         |               |
|-------------------------|---------------|
| New                     | Pool          |
| Addition (extend)       | Sign          |
| Alteration (renovation) | Fence         |
| Mobile Home             | Complete      |
| Service Change          | Misc. / Other |

**Project Type** (circle one)

- |               |                    |
|---------------|--------------------|
| Single Family | Office/Institution |
| Multi-Family  | Industrial         |
| Duplex        | Other _____        |
| Commercial    | _____              |

**ELECTRICAL:** (Restricted – 200 Amps *Total*)

Size of Load: KW \_\_\_\_\_ AMP \_\_\_\_\_ VOLTS \_\_\_\_\_ PHASE \_\_\_\_\_

Comments: \_\_\_\_\_

**PLUMBING:** (Restricted – 10,000 sq ft)

Water Closet \_\_\_ Lavatories \_\_\_ Bath Tubs \_\_\_ Showers \_\_\_ Sinks \_\_\_ Shower/Bath Tub Combo \_\_\_ Urinals \_\_\_  
Washing Machines \_\_\_ Dish Washers \_\_\_ Water Heater \_\_\_ Floor Drains \_\_\_ Fountains \_\_\_ Swimming Pool \_\_\_  
Sewer Line/Traps \_\_\_ Grease Traps \_\_\_ Disposal \_\_\_ Water Service \_\_\_ Other \_\_\_\_\_

**HVAC:** (Restricted – 175,000 BTU or 5 Tons)

Heating (BTU) \_\_\_\_\_ Number of Units \_\_\_\_\_ Type: GAS / ELECTRIC

Cooling (Tons) \_\_\_\_\_ No. of Units \_\_\_\_\_ No. of Returns \_\_\_\_\_ No. of Supplies \_\_\_\_\_

Contract Price (Cost of Construction): \_\_\_\_\_

Comments: \_\_\_\_\_

**GAS LINE:** (circle any applicable fixtures)

Boiler Furnace Fireplace Oven Water Heater Other: \_\_\_\_\_

**I hereby certify that all information supplied on this application to be true and correct. All work/activities shall conform to the latest edition of the Standard Building Code, National Electric Code, and to applicable State Law and City Ordinances.**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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315 Bradley Street  
Carrollton, Georgia 30117

City Hall (770) 830-2000

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P.O. Box 1949  
Carrollton, Georgia 30112

Fax (770) 830-2025

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March 21, 2012

**Re: City of Carrollton's Non-Residential and Accessory Structures Permit  
Application Requirements**

To Whom It May Conern:

The City of Carrollton periodically reviews and evaluates the City's permitting process and requirements to better serve and protect the residents, owners, developers, builders, contractors and general public.

Please find the attached "City of Carrollton Non-Residential and Accessory Structure Permit Application Requirements". Hopefully, the checklist of requirements will simplify and shorten the review process. The requirements listed are the normal basic requirements previously required for permitting withint the City of Carrollton with one exception. The City will require the applicant to provide a copy of the contract, quote or proposal to verify the cost of the project.

If you have any questions or need additional information, please don't hesitate to call.

Sincerely,

A handwritten signature in black ink, appearing to read "Tommy J. Holland".

Tommy J. Holland, P.E.  
City Engineer  
770-830-2000

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## **CITY OF CARROLLTON COMMERCIAL HEATING & AIR PERMITS PERMIT APPLICATION REQUIREMENTS**

The following documents are required for obtaining a Commercial Heating & Air Permit:

- Copy of Local or Georgia State Business License
- Copy of Georgia State HVAC Contractor's Card
- Copy of Card Holder's Driver's License
- Copy of Contract or Proposal verifying cost of Project

If someone other than the State Card Holder is obtaining the Permit, a State approved notarized affidavit will also be required.



**OFFICE OF THE TAX ASSESSOR  
CARROLL COUNTY GEORGIA**

P.O. BOX 338 • Carrollton, Georgia 30112  
Phone: (770) 830-5812

# NOTICE

Our records indicate that you have recently obtained a building permit. Please be advised that an Appraiser from the Tax Assessor's Office will be visiting your building site to list and measure your house/building, etc. at least once, most likely twice during construction.

Should you have any questions or concerns, please contact me at the above phone number.

Sincerely,

A handwritten signature in cursive script that reads "Sandi Ferguson".

Sandi Ferguson  
Chief Appraiser