



CODE DEPARTMENT

COMMERCIAL/NON-RESIDENTIAL BUILDING PERMIT APPLICATION

Phone: 770-207-4674 Email: permits@monroega.gov

OFFICE PERMITTING HOURS: 8:00 a.m. – 4:00 p.m.

Project Name: _____

Project Address: _____

24 Hour Contact – Name: _____

Phone – Office: _____ **Cell:** _____

Email: _____

City: _____ **State:** _____ **Zip Code:** _____

General Contractor Name: _____

Contractor Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Phone – Office: _____ **Cell:** _____

Email: _____

Property Owner: _____

CONSTRUCTION TYPE: New ☐ Addition ☐ Shell ☐ Interior Buildout ☐

SIDEWALKS are required along street frontage of all developments, commercial, or residential.

Total Square footage: _____ **Number of Floors:** _____ **1st:** _____ **2nd:** _____

Building Height: _____ **Building Width:** _____ **Building Length:** _____

Elevators ☐ **Number of Elevators:** _____ **Sprinkler System** ☐

Wood Frame ☐ **Steel Frame** ☐ **Decking: With** ☐ **Without** ☐ **Mezzanine** ☐

Valuation: \$ _____

APPLICANT, PLEASE READ AND SIGN THE FOLLOWING:

As the contractor, builder or authorized agent, I hereby apply for a permit to erect/alter and use the structure as described herein and/or shown on accompanying plans and specifications. If a plot plan is required said structure is to be located as shown on the plot plan. If the permit is granted, I shall construct it according to the laws of City of Monroe. I also understand that the structure authorized by the permit shall not be occupied or used until all inspections have been made and the Certificate of Occupancy/Completion has been approved by the Code Department. Applicant must hold a valid business license for the type of construction to be permitted.

I hereby certify that the above information is true and correct and **I understand that before any inspections are made that erosion control measures shall be installed and properly maintained daily.**

Signature of Applicant

Print Name

Date

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770-207-4674 • permits@monroega.gov