



# TOWN OF BROOKS

961 Hwy 85 Connector, PO Box 96  
Brooks, GA 30205  
Phone: 770-719-7666

## COMMERCIAL Plan Review Form and Application for Building Permit

Note: An incomplete application will not be reviewed.

Two copies of all the items below are required to process this application, one for the Town of Brooks and one for the applicant.

What we need to review your application, please print or type.

1. Proof of Ownership or Certification of Owner's Consent
2. Owner's name and address: \_\_\_\_\_
3. Applicant's name and address: \_\_\_\_\_
4. Applicant's telephone number and email address: \_\_\_\_\_
5. Contractor's name, address, phone number, email address, and a copy of the State of Georgia Building License: \_\_\_\_\_
6. Site Plan by a State of Georgia registered surveyor (2 copies showing the proposed building, other buildings, if any on the property, and all setbacks as per current Town of Brooks regulations).
7. Building plans by a State of Georgia registered architect, or engineer with elevations showing square footing of the proposed building or addition.
8. Date of application: \_\_\_\_\_
9. Lot Number, if applicable \_\_\_\_\_ Parcel # required if no address: \_\_\_\_\_
10. Construction site address: \_\_\_\_\_
11. Non-refundable permit fee of \$100.00
12. New Building: \_\_\_\_\_ Addition to building: \_\_\_\_\_, Interior or exterior remodel: \_\_\_\_\_
13. Heated sq. ft.: \_\_\_\_\_ Total sq. ft.: \_\_\_\_\_
14. Exterior colors and building exterior are subject to approval if located in the Town Center District. Submit exterior colors with this application.



15. Described in detail the scope of work to be done:

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I certify that I have read this application or declined the opportunity to do so and state that the information provided is correct. I agree to comply with all Town of Brooks ordinances, Fayette County, and state laws relating to building construction and hereby authorize representatives of the Fayette County Building Department to enter the above-mentioned property for inspection purposes. I certify that I have a legal right to apply for the building permit and to authorize entry. Additionally, I certify that this application is not in conflict with zoning regulations and any deed restrictions of record; is in conformity with all conditions, covenants, and restrictions; and I have received all approvals required. Once this application has been approved by the Town of Brooks, a building permit must be obtained from the Fayette County Building Department, 140 Stonewall Avenue West, Suite 201, Fayetteville, GA 30214. To proceed, they will need a copy of this form, including plans and site plans.

Fayette County may require additional information, including an "Erosion Control" plan. All required erosion control must be in place before the start of construction.

Signed by: \_\_\_\_\_ Title: \_\_\_\_\_

Printed: \_\_\_\_\_

Date Received: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Reason for denial, if applicable: \_\_\_\_\_

Zoning Administrator Signature: \_\_\_\_\_

Maurice Ungaro

Date: \_\_\_\_\_