

Elbert County

Over the Counter Permit- Siding/Stucco

Electronic documents must be in .pdf format (note file size cannot exceed **150mb.**)

Email digital submission to buildingdepartment@elbertcounty-co.gov

File Names: files shall be named using the following convention:

[Project Name] . [Project Type-Document Title] – [Date].pdf

‘Project Name’: Last name of applicant/owner

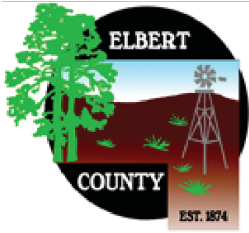
‘Project Type: New res; barn; garage, etc.

‘Document Title’: Architectural; foundation; trusses, etc.

‘Date’: date of your submittal .

Submittal check List and **File Name Examples:**

Completed application packet: **Smith.SidingApplication-4.1.2022.pdf**



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PLEASE PRINT CLEARLY

Project Address: _____ City: _____ Zip: _____

Description: _____

Contractor is applicant: Y N Property owner is applicant: Y N

Property owner name: _____

Address: _____

Phone: _____

Email: _____

Contractor name: _____

Contractor License Number: _____

Address: _____

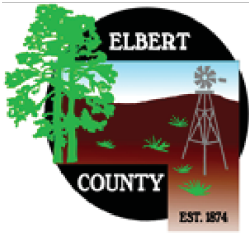
Phone: _____

Email: _____

Siding/Stucco Material:

Application must be filled out completely for submittal and must be signed to be valid.

Applicant Signature: _____ Date: _____



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Homeowners Association and Covenants Statement

This form must be signed regardless of your knowledge of an existing active or inactive homeowners' association.

As part of your application for a building permit in Elbert County, you are requested to contact the Architectural Control Committee or Homeowners' Association in your neighborhood to obtain their approval of your plans prior to applying for a building permit.

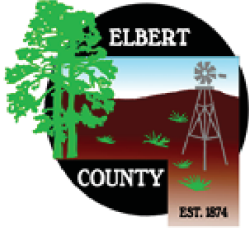
By signing below, you are attesting to Elbert County that to the extent that such entity exists, you have contacted them for review and approval of your plans.

Please be advised that Elbert County does not enforce protective covenant or police violation of such covenants. You are responsible for the necessary compliance with covenants applicable to your project. This notice is a public record and will be provided to any HOA that request to view or copy it.

By signing, I hereby certify that I have read, understand, and will comply with all of the above;

Printed Name _____ Date _____

Signature _____ Date _____



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Contractor Disclosure Letter

If you are having a contractor pull the permit and perform the work on your behalf, please fill out and sign below;

I, _____ do hereby acknowledge my full awareness of the application being presented to Elbert County by _____, for the parcel of land indicated and for noted on the application. I hereby acknowledge the person or company noted herein is my authorized representative in this matter.

Printed Name(s) of property owner(s):

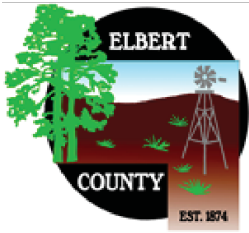
Printed Name _____ Date _____

Printed Name _____ Date _____

Signature(s) of property owner(s)

Signature _____ Date _____

Signature _____ Date _____



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Homeowner Agreement Form

If you as the homeowner are pulling the permit in your name, please initial the statements below that are applicable for your permit regarding General Contractor and sub-contractors for Electrical, Plumbing & Mechanical.

Owner's Name: _____

Job Address: _____

Phone #: _____

Email: _____

- ____ 1. I affirm that, as the homeowner, I will be acting as my own General Contractor. I understand how to manage the project and when to request inspections.
- ____ 2. I affirm that, as the homeowner, I will do all of my own electrical work. I understand the correct way to do electrical work and when to request inspections.
- ____ 3. I affirm that, as the homeowner, I will do all of my own plumbing work. I understand the correct way to do plumbing work and when to request inspections.
- ____ 4. I affirm that, as the homeowner, I will do all of my own mechanical work. I understand the correct way to do mechanical work and when to request inspections.

Homeowners Signature: _____ Date: _____