



Fulton County Government  
Department of Planning & Community Services  
Fulton County Government Service Center  
5440 Fulton Industrial Boulevard  
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<http://www.fultoncountyga.gov/fcpcsd-home>

## RESIDENTIAL BUILDING INSPECTION PROCESS

Following is the Inspection List 1-9; in the ORDER that they must be performed.

If an Inspection is requested "out of order" it will be denied. This may delay Certificate of Occupancy.

1. **A FULTON COUNTY PERMIT.** A valid Fulton County Permit shall be properly posted on site prior to commencement of construction as well as any inspection. (See reverse side for more information).
2. **EROSION CONTROL MEASURES**<sup>1</sup>. Erosion Controls shall be in place during all construction & land disturbance; the site/public right-of-way shall be maintained in a clean & orderly manner.
3. **T-POLE POWER.** (210) (if applicable): A signed & notarized T-Pole Affidavit Form is required at time of permit application. Copy of Affidavit required to be posted at time of 210 Inspection.
4. **BUILDING FOOTING/FOUNDATION.** Footing/Foundation (100), Electrical Slab (200), Plumbing Slab (300) & Mechanical Slab (400). If the proposed structure is within 5 feet of a required setback, a footing survey (box check) (145) inspection will be required. (See reverse side for more information).
5. **ROUGH INSPECTIONS.** (180) Building Rough<sup>2</sup>, Mechanical (480), Plumbing (380)<sup>3</sup>, Electrical (280), & Gas – if applicable (310/405).
6. **TEMPORARY POWER.** (215) (if applicable): A signed & notarized Temporary Power Affidavit Form is required at time of permit application. A Copy of Affidavit required to be posted at time of 215 Inspection.
7. **FINAL INSPECTIONS.** Building Final (190)<sup>4</sup>, Mechanical (490)<sup>5</sup>, Plumbing (390), & Electrical (290).
8. **FINAL SITE INSPECTION**<sup>6</sup>. The last inspection is the Final Inspection (530). Note: 530 may be requested for same day as other Final Inspections.
9. **CERTIFICATE OF OCCUPANCY (CO).** A CO will be issued after all above inspections have been approved.  
**Please Note: CO WILL NOT BE ISSUED ON THE SAME DAY AS THE LAST REQUIRED INSPECTION.**

**Please Note: Builders are encouraged to return Fulton County Issued Permit Card to the County**

<sup>1</sup> FULTON COUNTY CODE OF LAWS CH 34 ART XVI: SEC 37-74

<sup>2</sup> BUILDING ROUGH (180) S A 2-PART INSPECTION. ON 1ST VISIT INSPECTOR WILL VERIFY SEALING OF FIRE BLOCKING, DRAFT STOPPING, THROUGH-FLOOR PENETRATIONS AND PRE-INSULATE PRIOR TO INSTALLATION OF DRYWALL, ON 2ND VISIT, INSPECTOR WILL CONDUCT INSULATION INSPECTION

<sup>3</sup> BUILDING WILL NEED TO BE LEAK FREE OR A PLUMBING ROUGH WILL NOT BE PROVIDED

<sup>4</sup> BUILDING FINAL (190) INSPECTION WILL INCLUDE ENERGY CERTIFICATE

<sup>5</sup> HVAC: MANUFACTURERS DATA LABEL FOR THE UNIT TO BE INSTALLED MUST BE ATTACHED TO PANEL DOOR

<sup>6</sup> PLEASE BE ADVISED THAT A FINAL INSPECTION (530) MEETING WILL INCLUDE AN ASSESSMENT OF INFRASTRUCTURE CONDITIONS ADJACENT TO THE PERMITTED LOT

**POSTING OF BUILDING PERMIT/PERMIT CARD:**

Work requiring a permit shall not be started until the permit holder posts the Fulton County issued building permit card (photocopy is not allowed) in a conspicuous place at the front of the premises where the permitted work is to be done. No Permit Card Posted = No Inspections. The permit card shall be posted at eye level and be protected from the weather in an all-weather, water-tight permit box. The box must be accessible from the public right-of-way and located in such a position as to permit the Fulton County or State of Georgia officials to conveniently view and access the box contents. The front cover of the permit box shall display the Building Permit number and property address. Permit cards shall be maintained in position until all required final inspections have been approved and signed off on the card. The permit holder is responsible for maintaining the permit card. All damaged, lost or stolen permit cards shall be replaced before further inspections can be made.

**(Fulton County Zoning Resolution Article 34.5.14 (Adopted: 11/1/14))**

**145 FOOTING/FOUNDATION SURVEY INSPECTION:**

Every lot shall conform to the dimension, area, and size requirements of the Zoning Resolution and/or conditions of zoning.

A. On any development, prior to obtaining a building permit, the person requesting the permit or the landowner must file a current survey of the property sealed by a registered land surveyor/engineer providing such information as shall be required by the Department. (Added 11/04/15)

B. Prior to pouring footings/slab, it shall be the responsibility of the builder or developer to accurately and clearly flag all pin corner boundaries and building setback lines prior to any footings inspection. (Added 11/04/15)

C. Should the builder or developer place any footing/slab within five (5) feet of an applicable building setback line or setback as conditioned by a Condition of Zoning, the builder or developer shall provide a footing (foundation) survey sealed by a registered land surveyor showing the footing location and the outer perimeter of the proposed structure. Prior to the footings/slab inspection and pouring of the footings/slab, it shall be the responsibility of the registered land surveyor to accurately and clearly flag the footing/slab location and the outer perimeter of the proposed structure. (Added 11/04/15)

D. The failure to provide such a footing/slab survey shall be a primary consideration by the Board of Zoning Appeals in whether or not to grant any future variance request. (Added 11/04/15)

**(Fulton County Subdivision Resolution Article 8.4.2 (adopted 11/4/15))**