

# Development Review Process: Building Related Construction

**Begin**

Submit two (2) sets of the signed and sealed building construction plans, along with the Building Permit Application and other applicable documentation, to the Planning Department.

**2**

The City's Building Inspector and Fire Inspector will review the plans for compliance with all applicable codes.

**3**

If applicable to the type of construction, Water Operations, as well as other necessary City Departments will review the plans and must grant approval before the issuance of a permit is approved.

**4**

Planning Department issues City response to applicant with offer to meet with applicant and staff to review comments.

**5**

Applicant's response to comments and re-submittal is received by the Planning Department and distributed as necessary. City response and applicant resubmittal process continues until all approvals are granted by necessary departments.

**6**

Once all comments have been addressed and approvals have been issued by necessary departments, Planning Department notifies applicant of approval for construction and any remaining permit fees (if applicable).

**7**

In order to obtain a Building Permit, all contractors must be State-licensed and show a current business license in the State of Georgia. If a contractor does not have a current business license in the State of Georgia, one must be applied for in the City of Garden City.

**End**

Planning Department issues permits to applicant along with quantity of inspections required. Planning Department will schedule inspections once notified by applicant or contractor that construction has reached a stage when ready for inspection.