

## Regulatory Requirements for Commercial Building Permits

Permit documents required may vary depending upon site conditions, zoning and other applicable regulations. Contact the Building Plan Section for additional information at 678-518-6000.

Application Type	Documents & Authorizations Required	Fees
<p>Complete Building (New Construction)</p>	<ul style="list-style-type: none"> <li>• Commercial Building Permit Application</li> <li>• Contractor License Documentation</li> <li>• Commercial Development Permit (CDP) Authorized by Development Plan Review</li> <li>• Commercial Building Plans – Authorized by Fire Plan Review</li> <li>• Commercial Building Plans – Authorized by Building Plan Review</li> <li>• Commercial Building Plans – Authorized by Water &amp; Sewer Plan Review</li> <li>• Kitchen Plans (Restaurant) – Authorized by Environmental Health</li> <li>• Submit complete plans. Plans shall demonstrate compliance with the Gwinnett County Construction Code, Gwinnett County Unified Development Ordinance and applicable zoning conditions.</li> <li>• Structural criteria and calculations may be required.</li> <li>• ComCheck Energy Compliance Reports may be required.</li> <li>• Hazardous material commodity inventory list may be required.</li> <li>• Color elevations for zoning compliance may be required.</li> </ul>	<p>Based on the Gwinnett County Building Permit Fee Summary using the cost per square foot method (plus \$50 for Certificate of Occupancy fee)</p>
<p>Shell Building (New Construction)</p>	<ul style="list-style-type: none"> <li>• Commercial Building Permit Application</li> <li>• Contractor License Documentation</li> <li>• Commercial Development Permit (CDP) Authorized by Development Plan Review</li> <li>• Commercial Building Plans – Authorized by Fire Plan Review</li> <li>• Commercial Building Plans – Authorized by Building Plan Review</li> <li>• Commercial Building Plans – Authorized by Water &amp; Sewer Plan Review</li> <li>• Submit complete plans. Plans shall demonstrate</li> </ul>	<p>Based on the Gwinnett County Building Permit Fee Summary using the cost per square foot method (plus \$50 for Certificate of Occupancy fee)</p>

	<p>compliance with the Gwinnett County Construction Code, Gwinnett County Unified Development Ordinance and applicable zoning conditions.</p> <ul style="list-style-type: none"> <li>• Structural criteria and calculations may be required.</li> <li>• ComCheck Energy Compliance Reports may be required.</li> <li>• Color elevations for zoning compliance may be required.</li> </ul>	
<p>Building Addition (New Construction)</p>	<ul style="list-style-type: none"> <li>• Commercial Building Permit Application</li> <li>• Contractor License Documentation</li> <li>• Commercial Development Permit (CDP) Authorized by Development Plan Review</li> <li>• Commercial Building Plans – Authorized by Fire Plan Review</li> <li>• Commercial Building Plans – Authorized by Building Plan Review</li> <li>• Commercial Building Plans – Authorized by Water &amp; Sewer Plan Review</li> <li>• Kitchen Plans (Restaurant) – Authorized by Environmental Health</li> <li>• Submit complete plans. Plans shall demonstrate compliance with the Gwinnett County Construction Code, Gwinnett County Unified Development Ordinance and applicable zoning conditions.</li> <li>• Structural criteria and calculations may be required.</li> <li>• ComCheck Energy Compliance Reports may be required.</li> <li>• Hazardous material commodity inventory list may be required.</li> <li>• Color elevations for zoning compliance may be required.</li> </ul>	<p>Based on the Gwinnett County Building Permit Fee Summary using the cost per square foot method (plus \$50 for Certificate of Occupancy fee)</p>
<p>Exterior Building Remodel</p>	<ul style="list-style-type: none"> <li>• Commercial Building Permit Application</li> <li>• Contractor License Documentation</li> <li>• Commercial Building Plans – Authorized by Building Plan Review</li> <li>• Submit complete plans. Plans shall demonstrate compliance with the Gwinnett County Construction Code, Gwinnett County Unified Development Ordinance and applicable zoning conditions.</li> <li>• Structural criteria and calculations may be required.</li> <li>• ComCheck Energy Compliance Reports may be required.</li> <li>• Color elevations for zoning compliance may be required.</li> </ul>	<p>Based on the Gwinnett County Building Permit Fee Summary of \$0.005 x Value of Construction (plus \$50 for Certificate of Completion fee)</p>
<p>Interior Finish</p>	<ul style="list-style-type: none"> <li>• Commercial Building Permit Application</li> </ul>	

(Tenant)	<ul style="list-style-type: none"> <li>• Contractor License Documentation</li> <li>• Commercial Building Plans – Authorized by Fire Plan Review</li> <li>• Commercial Building Plans – Authorized by Building Plan Review</li> <li>• Commercial Building Plans – Authorized by Water &amp; Sewer Plan Review</li> <li>• Kitchen Plans (Restaurant) – Authorized by Environmental Health</li> <li>• Submit complete plans. Plans shall demonstrate compliance with the Gwinnett County Construction Code, Gwinnett County Unified Development Ordinance and applicable zoning conditions.</li> <li>• Structural criteria and calculations may be required.</li> <li>• ComCheck Energy Compliance Reports may be required.</li> <li>• Hazardous material commodity inventory list may be required.</li> <li>• Color elevations for zoning compliance may be required.</li> </ul>	<p>First build out based on the Gwinnett County Building Permit Fee Summary using the cost per square foot method (plus \$50 for Certificate of Occupancy fee)</p> <p>Existing space renovation based on the Gwinnett County Building Permit Fee Summary of \$0.005 x Value of Construction (plus \$50 for Certificate of Occupancy fee)</p>
Spec Space Interior (No Tenant)	<ul style="list-style-type: none"> <li>• Commercial Building Permit Application</li> <li>• Contractor License Documentation</li> <li>• Commercial Building Plans – Authorized by Fire Plan Review</li> <li>• Commercial Building Plans – Authorized by Building Plan Review</li> <li>• Commercial Building Plans – Authorized by Water &amp; Sewer Plan Review</li> <li>• Kitchen Plans (Restaurant) – Authorized by Environmental Health</li> <li>• Submit complete plans. Plans shall demonstrate compliance with the Gwinnett County Construction Code, Gwinnett County Unified Development Ordinance and applicable zoning conditions.</li> <li>• Structural criteria and calculations may be required.</li> <li>• ComCheck Energy Compliance Reports may be required.</li> <li>• Hazardous material commodity inventory list may be required.</li> <li>• Color elevations for zoning compliance may be required.</li> </ul>	<p>First build out based on the Gwinnett County Building Permit Fee Summary using the cost per square foot method (plus \$50 for Certificate of Completion Fee fee)</p> <p>Existing space renovation based on the Gwinnett County Building Permit Fee Summary of \$0.005 x Value of Construction (plus \$50 for Certificate of Completion fee)</p>
Tenant Change to Existing Space (No Construction)	<ul style="list-style-type: none"> <li>• Commercial Building Permit Application (Online permitting is available)</li> <li>• Authorized by Fire Plan Review</li> <li>• Authorized by Building Plan Review</li> <li>• Authorized by Water &amp; Sewer Plan Review (If</li> </ul>	<p>Based on the Gwinnett County Building Permit Fee Summary of a \$30 permit fee (plus \$50</p>

	<p>restaurant or special industrial use)</p> <ul style="list-style-type: none"> <li>• Authorized by Environmental Health (If restaurant or business on septic system)</li> <li>• Verify compliance with the Gwinnett County Unified Development Ordinance and applicable zoning conditions.</li> </ul>	for Certificate of Occupancy fee)
Mechanical, Electrical, or Plumbing Only	<ul style="list-style-type: none"> <li>• Commercial Building Permit Application</li> <li>• Contractor License Documentation</li> <li>• Commercial Building Plans – Authorized by Building Plan Review</li> <li>• Commercial Building Plans – Authorized by Water &amp; Sewer Plan Review may be required for plumbing.</li> <li>• Submit complete plans. Plans shall demonstrate compliance with the Gwinnett County Construction Code, Gwinnett County Unified Development Ordinance and applicable zoning conditions.</li> </ul>	Based on the Gwinnett County Building Permit Fee Summary of \$0.006 x Value of Construction
Demolition	<ul style="list-style-type: none"> <li>• Commercial Building Permit Application</li> <li>• Contractor License Documentation</li> <li>• Commercial Building Plans – Authorized by Building Plan Review</li> <li>• Plans not required for interior non-structural demolition or entire building demolition. Plans may be required for partial building demolition. Plans for partial building demolition shall indicate temporary structural shoring and bracing.</li> </ul>	Based on the Gwinnett County Building Permit Fee Summary of \$0.005 x Value of Construction (plus \$50 for Certificate of Completion fee)
Retaining Walls	<ul style="list-style-type: none"> <li>• Commercial Building Permit Application</li> <li>• Contractor License Documentation</li> <li>• Commercial Development Permit (CDP) Authorized by Development Plan Review</li> <li>• Commercial Building Plans – Authorized by Building Plan Review</li> <li>• Commercial Building Plans – Authorized by Storm Water Plan Review</li> <li>• Submit complete plans. Plans shall demonstrate compliance with the Gwinnett County Construction Code, Gwinnett County Unified Development Ordinance and applicable zoning conditions.</li> <li>• Structural criteria and calculations may be required.</li> </ul>	Based on the Gwinnett County Building Permit Fee Summary of \$0.006 x Value of Construction
Detention Pond Walls	<ul style="list-style-type: none"> <li>• Commercial Building Permit Application</li> <li>• Contractor License Documentation</li> <li>• Commercial Development Permit (CDP) Authorized by Development Plan Review</li> <li>• Commercial Building Plans – Authorized by Building Plan Review</li> </ul>	Based on the Gwinnett County Building Permit Fee Summary of \$0.006 x Value of Construction

	<ul style="list-style-type: none"> <li>• Commercial Building Plans – Authorized by Storm Water Plan Review</li> <li>• Submit complete plans. Plans shall demonstrate compliance with the Gwinnett County Construction Code, Gwinnett County Unified Development Ordinance and applicable zoning conditions.</li> <li>• Structural criteria and calculations may be required.</li> </ul>	
Racking and Shelving	<ul style="list-style-type: none"> <li>• Commercial Building Permit Application</li> <li>• Contractor License Documentation</li> <li>• Commercial Building Plans – Authorized by Fire Plan Review</li> <li>• Commercial Building Plans – Authorized by Building Plan Review</li> <li>• Submit complete plans. Plans shall demonstrate compliance with the Gwinnett County Construction Code.</li> <li>• Structural criteria and calculations may be required.</li> </ul>	Based on the Gwinnett County Building Permit Fee Summary of \$0.005 x Value of Construction (plus \$50 for Certificate of Completion fee)
Site Lighting	<ul style="list-style-type: none"> <li>• Commercial Building Permit Application</li> <li>• Contractor License Documentation</li> <li>• Commercial Development Permit (CDP) Authorized by Development Plan Review</li> <li>• Commercial Building Plans – Authorized by Building Plan Review</li> <li>• Submit complete plans. Plans shall demonstrate compliance with the Gwinnett County Construction Code, Gwinnett County Unified Development Ordinance and applicable zoning conditions.</li> </ul>	Based on the Gwinnett County Building Permit Fee Summary of \$0.006 x Value of Construction
Site Electric Vehicle Charging Stations	<ul style="list-style-type: none"> <li>• Commercial Building Permit Application</li> <li>• Contractor License Documentation</li> <li>• Commercial Development Permit (CDP) Authorized by Development Plan Review</li> <li>• Commercial Building Plans – Authorized by Building Plan Review</li> <li>• Submit complete plans. Plans shall demonstrate compliance with the Gwinnett County Construction Code, Gwinnett County Unified Development Ordinance and applicable zoning conditions.</li> </ul>	Based on the Gwinnett County Building Permit Fee Summary of \$0.006 x Value of Construction
Site Irrigation	<ul style="list-style-type: none"> <li>• Commercial Building Permit Application</li> <li>• Contractor License Documentation</li> <li>• Commercial Development Permit (CDP) Authorized by Development Plan Review</li> <li>• Commercial Building Plans – Authorized by Building Plan Review</li> <li>• Submit complete plans. Plans shall demonstrate</li> </ul>	Based on the Gwinnett County Building Permit Fee Summary of \$0.006 x Value of Construction

	<p>compliance with the Gwinnett County Construction Code, Gwinnett County Unified Development Ordinance and applicable zoning conditions.</p>	
<p>Communication Tower</p>	<ul style="list-style-type: none"> <li>• Commercial Building Permit Application</li> <li>• Contractor License Documentation</li> <li>• Commercial Development Permit (CDP) Authorized by Development Plan Review</li> <li>• Commercial Building Plans – Authorized by Building Plan Review</li> <li>• Tall Structure Permit (TSP) is required</li> <li>• Submit complete plans. Plans shall demonstrate compliance with the Gwinnett County Construction Code, Gwinnett County Unified Development Ordinance and applicable zoning conditions.</li> <li>• Structural criteria and calculations may be required.</li> </ul>	<p>Based on the Gwinnett County Building Permit Fee Summary of \$0.005 x Value of Construction (plus \$50 for Certificate of Completion fee)</p>
<p>Swimming Pool (Commercial – Public)</p>	<ul style="list-style-type: none"> <li>• Commercial Building Permit Application</li> <li>• Contractor License Documentation</li> <li>• Commercial Development Permit (CDP) Authorized by Development Plan Review</li> <li>• Commercial Building Plans – Authorized by Building Plan Review</li> <li>• Authorized by Environmental Health</li> <li>• Submit complete plans. Plans shall demonstrate compliance with the Gwinnett County Construction Code.</li> </ul>	<p>Based on the Gwinnett County Building Permit Fee Summary of \$0.005 x Value of Construction (plus \$50 for Certificate of Completion fee)</p>