



# Residential Building Permit Application

## Interior Remodel

Community Development Department Phone: 678-421-2027  
65 Lawrenceville Street Norcross, GA 30071

### INTERIOR REMODEL

A **Residential Interior Remodel Permit** is for alterations to the floorplan within a structure’s existing footprint. For alterations to any exterior walls, please apply for a **Residential Additions and Alterations Permit**.

**Description** - Enter a brief summary of your project such as “Kitchen Remodel.”

**Square Feet** – please include the total square footage of all rooms affected by the renovation.

**Valuation** – This is the total construction cost to include both construction material and labor.

### REQUIRED ATTACHMENTS

1. **Residential Building Permit Application**
2. **Construction Drawings:** Please combine the construction drawings into a single PDF. All pages should be in the same landscape or portrait orientation (not a combination of the two). All drawings submitted for plan review.
  - **Cover sheet and Sheet Index** with the project address and a sheet list of all drawings submitted for plan review.
  - **Architectural Drawings**
    - **Floor Plans** including existing and proposed floor plans.
  - **Structural Drawings**
    - **Foundation Plans and Details**, if applicable.
    - **Framing Plans and Details**, if applicable.

### ANY APPLICABLE AFFIDAVITS

**Contractor Affidavits:** Required for every contractor and subcontractor. Please include a copy of the current state contractor’s license, local business license and state’s Driver’s License.

**Authorized Agent Affidavit:** Required for third-party services authorized by the owner or permit applicant. (i.e., permit expeditors, architects, engineers, etc.)

**Residential Owner-Contractor Affidavit:** Required for owners of residential properties who wish to act as their own contractor.