



THOMSON - MCDUFFIE COUNTY PLANNING COMMISSION
210 RAILROAD STREET, **SUITE 1544**, THOMSON, GEORGIA 30824
706-595-5355, FAX 706-595-4204

STORAGE BUILDING MOVING PERMIT

[For use with prefabricated storage buildings only. All other uses and types must apply in-person at Planning Commission.]

Date: _____

Dealer Name: _____

Address: _____

Street/Road City State Zip

Fax #: (706) Ph. #: (706)

Dealers Authorized Signature: _____

Approximate Delivery Date: _____

Storage Building Size: _____ (Dimensions or Sq. Ft.)

Storage Building Use: ☐ **Storage Only** (Use as a commercial office, for retail sales, as a habitable structure, etc., is prohibited.)

Construction Type/Fee:

☐ Prefabricated – To be delivered: (\$50)

☐ Build On-Site: Must apply at Planning Commission- Fee based on construction cost – Inspections required.

Customer Name: _____

Address: _____

Street/Road City State Zip Ph. #

Email Address: _____

(Applicable only to prefabricated structures being delivered to an address/location other than customer's address above.)

"Deliver To" Address: _____

Customer's Signature: _____

Warranty: I hereby certify that I have read and examined this application and know the information contained thereon to be true and correct. I understand that the granting of a permit does not waive the provisions of any other State or local law regulating construction or the performance of construction. I acknowledge that I understand and agree to all of the setback and other applicable conditions, and that acknowledgment by my signature below shall constitute acknowledgment by all parties

Required Structure Setbacks

	Front	Side	Rear
City of Thomson	*25	5	5
McDuffie County	*100	5	5

1.) For storage buildings greater than 400 sq. ft. -double the side and rear setbacks (i.e. 10').

2.) Permits not required for storage buildings delivered inside the Town of Dearing.

3.) Permits not required for storage buildings delivered out of McDuffie County.

4.) Side/Rear setbacks are measured from property lines.

*City: From right-of-way. Both right-of-ways for corner lots.

*County: From street/road centerline

****Planning Commission Use Only / Do Not Write Below This Line/ Permit void unless authorized below.****

Accessory Moving/Building Permit

Permit: ☐ **Approved** ☐ **Denied:** _____

☐ City of Thomson ☐ McDuffie County Permit # _____ Fee: \$ _____

Date: _____ Signature: _____

Return Faxed: Date: _____ Time: _____

[Transmission of facsimile shall constitute delivery.]

Unauthorized use of this form is prohibited.

N: Building Permit – Storage.Moving

Instructions:

[Keep in mind that the dealer or customer can (and in some cases, should) apply for the permit in-person.]

- 1.) Dealer fills out:
 - Dealer Name section at top of page.
 - Approx. Delivery Date
 - Structure Size
 - Structure Use - Confirm
 - Construction Type
- 2.) Customer (or Dealer) fills out:
 - Customer Name section. Customer must sign the form.
- 3.) In the setback section, please note that in the City of Thomson, on corner lots, there's a 25 foot setback from both street right-of-ways. Also, in the city, the right-of-way line may be the back side of the curb, the front side of the sidewalk, or the backside of the sidewalk, or none of these. Please call if you're not sure. If in doubt, use the back side of the sidewalk to start your 25' setback. Also, remember that in those cases where the storage building is greater than 400 sq. ft., double the side and rear setbacks to 10'.
- 3.) Fax the completed form to the Planning Commission (706-595-4204).
- 4.) Planning Commission will fill in the moving/building permit at the bottom of the page, then fax the form back to the dealer. Upon receipt, the dealer should make one or more additional copies of the completed permit form for their records. The other copy goes with the driver when delivering the unit.

ACCOUNTING PROCEDURE

- 5.) Dealer is to remit all permit fees to the Planning Commission by the 10th of the month for permits obtained during the previous calendar month. When remitting, dealer need only notate the customer's name, permit number, and permit amount included in the check.

For example:

Joe Smith	T06-11	\$25.00
John Doe	06-23	<u>\$25.00</u>
Remittance Check #3696		\$50.00

Another option is that the dealer can send the Planning Commission copies of the permits with a check attached.

If you run into a situation where the permit has been obtained after which any of the information on the permit form changes, or the customer backs out of the sale, give us a call.

If you have questions, give Melonie a call at the Planning Commission (706-595-5355).

The process of obtaining storage building moving permits by fax is an effort extended by the county to assist dealers in expediting the purchasing of these permits. Should problems arise in filing, faxing, remitting of fees, etc., this procedure may be discontinued by the Planning Commission at any time with prior notice.