

## **Instructions for Applying for a Building Permit (Commercial)**

Chapter 7 of the Corinth Code – Buildings and Building Regulations

Sec. 7.21.2. Commercial and/or industrial building permits; regulations.

*Site map.* All owners and/or contractors who make application for building permit for commercial and/or industrial uses within the City of Corinth are required to provide the building official of the City of Corinth an original and five (5) copies of a site map of said proposed construction. The site map must contain a sketch of the lot, the location of the proposed structure on the lot, city streets which adjoin the property, the address or short property description of the lot, the owner of the lot, a title, north arrow, and date.

*Questionnaire.* All owners and/or contractors who make application for building permit for commercial and/or industrial use within the City of Corinth shall complete a commercial/industrial customer information questionnaire package which can be obtained at the Office of the Building Official of the City of Corinth.

Upon receipt by the building official of the completed and correct site map and commercial/industrial customer information questionnaire package, the City of Corinth will notify the owner and/or contractor in writing within ten (10) working days if a dirt work permit will be issued. The owner and/or contractor shall within sixty (60) calendar days of the written notice of issuance of a dirt work permit submit plans prepared by a licensed engineer and/or architect for the proposed structure to the building official. If the plans are not submitted to the building official within sixty (60) calendar days, the application for building permit will be void. If the plans are submitted to the building official within sixty (60) calendar days, the city will notify the owner and/or contractor in writing within ten (10) working days if a building permit will be issued.

(Ord. of 10-16-01, § 1)

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**Developers of commercial project should be aware that Alcorn County Electric Power Association (ACE Power) and the Corinth Gas & Water Department (CG&W) may have requirements outside of those found in the adopted building codes. Additionally, CG&W is responsible for inspecting all natural gas installations and requires installation contractors to obtain a permit prior to installing gas services lines. Developers should contact both ACE Power and CG&W early in the design process to avoid potential delays and unexpected costs during the construction phase of their projects.**

**In addition to the utility questionnaires that accompany this download, we require that the questionnaire from Alcorn County Electric Power Association be filled out and returned with the building permit application. This form can be found on the City's web site.**

**State law (Mississippi Code of 1972, § 31-3-1) requires that contractors for all commercial projects over 7,500 sq. ft. be licensed as a commercial contractor by the State Board of Contractors. Commercial projects up to 7,500 sq .ft. may be constructed by a state-licensed residential contractor. Private contracts under \$100,000 and public contracts under \$50,000 are exempt from this requirement.**

**PLEASE NOTE THAT THE CITY OF CORINTH OFFERS COMMERCIAL GARBAGE COLLECTION SERVICE. FOR INFORMATION AND RATES, PLEASE CONTACT THE CORINTH STREET AND SANITATION DEPARTMENT AT 662-286-8144.**

**CITY OF CORINTH CONSTRUCTION PERMIT APPLICATION**

Department of Community Development and Planning  
 P.O. Box 669, Corinth, MS 38835-0669  
 Phone (662) 287-2401 FAX (662) 287-7240  
 E-mail address: Corinth\_build@bellsouth.net



PROJECT STREET ADDRESS	SUBDIVISION / LOT NUMBER	TAX PARCEL NUMBER
OWNER'S NAME	ADDRESS	BUSINESS PHONE
GENERAL CONTRACTOR	ADDRESS	BUSINESS PHONE
ELECTRICAL CONTRACTOR	PLUMBING / GAS CONTRACTOR	MECHANICAL CONTRACTOR

<b>PROJECT DESCRIPTION:</b>	NEW, ADDITION OR ALTERATION	<b>PROJECT SIZE:</b>	RESIDENTIAL (HEATED):	_____	sq.ft.	
	RESIDENTIAL:		_____	OPEN PORCHES / GARAGES:	_____	sq.ft.
	COMMERCIAL:		_____	COMMERCIAL – SALES:	_____	sq.ft.
	MANUFACTURING:		_____	PROFESSIONAL / OFFICE:	_____	sq.ft.
			WAREHOUSE:	_____	sq.ft.	

DESCRIPTION OF PROPOSED WORK (continue on other side): \_\_\_\_\_

**FLOOD ZONE REQUIREMENTS**  
 Is this property located in the 100-year flood plain? Yes: \_\_\_\_\_ No: \_\_\_\_\_  
**A FLOOD ELEVATION CERTIFICATE THAT CERTIFIES THE ELEVATION OF THE LOWEST FLOOR WILL BE REQUIRED BEFORE OCCUPATION OF ADDITIONS AND NEW CONSTRUCTION PROJECTS WITHIN FLOODPLAIN AREAS.**  
 The City of Corinth Code requires that the lowest floor elevation be at or above the base flood elevation.  
 What is the Base Flood Elevation? \_\_\_\_\_ Map Number: \_\_\_\_\_

**The following information is required to determine the fee for the construction permit.**

**BUILDING VALUATION** (Cost of all building construction / remodeling: \$ \_\_\_\_\_)

**ELECTRICAL:** Total added amps: \_\_\_\_\_ New meter required? \_\_\_\_\_  
 Voltage required: \_\_\_\_\_ Single phase or 3 phase \_\_\_\_\_

**PLUMBING:** Number of commercial traps: \_\_\_\_\_  
 Number of residential plumbing clusters (Bathroom, Laundry, Kitchen): \_\_\_\_\_

**SEWER:** Connection required? \_\_\_\_\_ Street cut required? \_\_\_\_\_

**MECHANICAL** (Total value of h/a and venting systems, boilers) \_\_\_\_\_ BTU

**NATURAL GAS:** Gas meter needed? \_\_\_\_\_ Gas pressure needed \_\_\_\_\_  
 No. of appliances/heaters \_\_\_\_\_ Number of vents \_\_\_\_\_

**WATER:** No. of meters needed \_\_\_\_\_ Water meter size \_\_\_\_\_

**CITY OF CORINTH CONSTRUCTION PERMIT APPLICATION**

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**MISCELLANEOUS PERMITS:**

**MOVING:** \$ 100.00 fee

**DEMOLITION:** \$ 5.00 fee

**TANK / PUMP INSTALLATION** \_\_\_\_\_

**Number of Tanks** \_\_\_\_\_

**Number of Pumps** \_\_\_\_\_

**FILL / SITE WORK:** \_\_\_\_\_

**DESCRIPTION OF WORK:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**CERTIFICATION**

I hereby certify that I have read and examined the application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other State or City of Corinth ordinance regulating construction or the performance of construction nor does it nullify any private covenants, deed restrictions, or other restrictions running with the title to the property upon which construction is allowed. A permit under which no work is commenced within six (6) months after issuance shall expire by limitation and a new permit shall be obtained before any work is started. All excess waste building material shall be removed from the building site at the expense of the owner or owner's agent. No existing easements shall be infringed upon.

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

# CITY OF CORINTH GAS & WATER DEPARTMENT

CORINTH, MISSISSIPPI 38835-1870

TELEPHONE (662) 286-2263  
FAX (662) 286-1330

305 WEST WALDRON STREET  
POST OFFICE BOX 1870

## COMMERCIAL / INDUSTRIAL CUSTOMER INFORMATION

### NATURAL GAS

1. What is the total input BTU needed? \_\_\_\_\_
2. What pressure will be needed from the meter? \_\_\_\_\_

### Requirements:

1. 911 number is required for service
2. The gas plumber used must be licensed and bonded with the Corinth Gas & Water.
3. A gas inspection is required from the plumber before the meter and service are installed.
4. All piping, appliances, & vents must be installed prior to the gas inspection.

### Meter Fees:

The department will determine the meter, service size, tap fee, and deposit needed after the gas inspection is completed.

<u>Meter Size</u>	<u>Tap Fee</u>	<u>Deposit</u>
275 cfh	\$200.00 + tax	\$40.00

\* Meter sizes greater than 275 require an estimate to determine the cost of the tap fee.

Please provide a name and contact number of the person who will be performing this part of the construction project.

Contact Name: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax: \_\_\_\_\_ e-mail address: \_\_\_\_\_

Project Name: \_\_\_\_\_

Date: \_\_\_\_\_

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## COMMERCIAL / INDUSTRIAL CUSTOMER INFORMATION

### WATER

1. Will water be used in any manufacturing process? If so how? \_\_\_\_\_
2. How many GPM's are needed for the domestic water supply? \_\_\_\_\_
2. Will a fire protection system be installed? \_\_\_\_\_
3. Will a lawn irrigation system be installed? (If so how many GPM's will be needed) \_\_\_\_\_

### Requirements:

1. 911 number is required for service
2. A City Sewer permit or permit from the State health department is required

### Meter Fees:

The department will assist the customer in sizing the water meter required for service.

<u>Meter Size</u>	<u>Tap Fee</u>	<u>Deposit</u>
5/8"	\$300.00	\$50.00
1"	\$400.00	\$50.00

\* Meter sizes greater than 1" require an estimate to determine the cost of the tap fee.

<u>Meter Size</u>	<u>Deposit</u>	<u>Meter Size</u>	<u>Deposit</u>
1.5"	\$75.00	2"	\$100.00
3"	\$150.00	4"	\$200.00
6"	\$300.00	8"	\$400.00

Please provide a name and contact number of the person who will be performing this part of the construction project.

Contact Name: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax: \_\_\_\_\_ e-mail address: \_\_\_\_\_

Project Name: \_\_\_\_\_

Date: \_\_\_\_\_