



Building Permit Instructions – After the Permit is Issued

- Congratulations on obtaining a building permit from the City of Savannah. Your permit allows the code official to protect the public by reducing the potential hazards of unsafe construction and ensuring public health, safety and welfare. By following code guidelines, the completed project will meet minimum standards of safety and will be less likely to cause injury to you, your family, your friends or future owners.
- Please post your inspection card and permit in a location that is visible from the street. This lets your neighbors know that construction done by you or a licensed contractor is being checked for local code requirements. It is also a good reminder for you to call the Development Services Department for inspections as indicated on the inspection card. *NOTE: Inspections called in after 4:00 p.m. will not be posted until the next business day. Remember to leave all work exposed until it has been inspected (and/or re-inspected) and approved.*
- Your permit is valid for six months, provided the work is not suspended or abandoned. *NOTE: The permit becomes invalid if work is suspended or abandoned for a period of six months after the time the work has commenced. Permits are tracked based on inspection activity within the City's computer database, and once they become invalid, they cannot be "re-activated" without first obtaining a new permit and paying the required fees.* Once your project is ready for occupancy, please schedule a final inspection with our office before moving in.
- A building permit without all inspection approvals may impact the resale value of your home, as many insurance companies do not recognize structures, additions or remodeling that have "open permits" or did not receive a Certificate of Completion or Certificate of Occupancy. Many unfortunate situations have arisen where a fire starting in an addition built without a permit has negated the insurance on the entire home, so please protect your investment with a building permit.
- If any site development or land disturbing activity is planned on a commercial/multi-family construction or demolition project, please call (912) 651-6510 to submit a "Soil Erosion Control Plan".
- If your construction work encroaches onto the City right-of-way, such as driveways, and scaffolding, you must obtain a Permit to Work in Right-of-Way. You will be held responsible for correcting any damage to the Right-of-Way, which includes streets, lanes, curbing, sidewalks, tree lawns and medians. Applications for permits are available on the City web site, www.savannahga.gov. You may also phone the Traffic Engineering Department at (912) 651-6600 weekdays between the hours of 8:00 a.m. and 5:00 p.m. to have an application faxed or mailed to you or you may visit the City Lot at 1100 West Gwinnett Street, at the intersection of Stiles Avenue and Gwinnett St.

TO SCHEDULE AN INSPECTION:

Call (912)651-6530 extension 1919 for **Building Inspections** between
7:15 AM and 4:00 PM for a next day inspection.

-or-

Call (912)651-6540 for **Trade Inspections** between
7:15 AM - 8:30 AM for same day inspections in most cases.

-or-

Appropriately licensed contractors may [submit an online inspection request](#) through [eTRAC](#)

*** ALL OTHER REQUESTS WILL BE SCHEDULED FOR THE NEXT AVAILABLE DAY ***