



City of Tybee Island, Georgia
 912-472-5033 – Lschaaf@cityoftybee.gov
APPLICATION FOR BUILDING PERMIT

Property Address: _____ **PIN:** _____

	Name	Mailing address	Telephone
Owner			email: Cell:
Architect or Engineer			email: Cell:
Contractor			email: Cell:

Check all that apply

- | | | |
|--|--|--|
| <input type="checkbox"/> Single Family | <input type="checkbox"/> Demolition or Relocation | <input type="checkbox"/> Renovation/Remodel |
| <input type="checkbox"/> Duplex | <input type="checkbox"/> Footprint Changes | <input type="checkbox"/> Decks/Railings/Stairs |
| <input type="checkbox"/> Multi-Family _____ units | <input type="checkbox"/> Addition: _____ square feet heated/cooled | <input type="checkbox"/> Fence |
| <input type="checkbox"/> Commercial* _____ unit(s) | | <input type="checkbox"/> Other _____ |

No work of any nature shall be started until a building permit has been issued. A permit must be secured for all new construction, all interior and exterior property alterations and all interior and exterior property repairs. Floor plans and site plans may be required.

New structures and expansion of existing structures must be accompanied by a valid survey depicting all property lines, setbacks and structures on the property.

* A commercial project requires 2 sets of sealed drawings by a design professional and construction by a contractor with the appropriate State of Georgia professional license. A commercial project may require Site Plan Approval or Special Review.

Details of Project: _____

Estimated Cost of Construction: \$_____ (materials + labor + profit/overhead)

If applicable, attach a copy of the certified elevation certificate and/or survey of the property. Depending upon the scope of the work, two sets of construction drawings and/or a site plan may be required.

Year Built: _____ Listed on National Historic Register or located within a National Historic District? Y / N

Buildings older than 50 years may be eligible to be listed on the State / National Register. With this designation, you may be eligible to take advantage of various tax incentive programs while preserving the heritage of Tybee Island. See the Tybee Island Land Development Code Article 14: Historic Preservation.

During construction:

On-site restroom facilities will be provided through _____. Construction debris will be disposed by _____ by means of _____. I understand that I must comply with zoning, flood damage control, building, fire, shore protection, coastal marshland, wetland, and other all applicable codes and regulations. I realize that I must ensure the adequacy of drainage of this property so that surrounding property is not adversely affected, as required by Article 16, Stormwater Management. I accept responsibility for any corrective actions that may be necessary to restore drainage impaired by this permitted construction.

Signature: _____ Date: _____

Printed Name of Applicant: _____

Note: *An application can take 7 to 14 days to process, if complete. Processing time for historic structures and/or incomplete/vague applications may be longer.*

Approvals:	Signature	Date
Building	_____	_____
Water/Sewer/Stormwater	_____	_____
Community Development	_____	_____

FEES	
Permit	_____
Inspection Fee	_____
Cap. Cost Rec.	_____
Water Tap	_____
Sewer Stub	_____
Eng. Fee	_____
Aid to Const.	_____
_____	_____
Plan Rev. fee	_____
TOTAL	_____

LEAD-BASED PAINT RRP RULES

Ordinary renovation and maintenance activities can create dust that contains lead. Contractors who perform renovation, repairs, and painting jobs in pre-1978 housing and child-occupied facilities must, before beginning work, provide owners, tenants, and child-care facilities with a copy of EPA’s lead hazard information pamphlet Renovate Right: Important Lead Hazard information for Families, Child Care Providers, and Schools.

Contractors must document compliance with this requirement. After April 22, 2010, federal law will require you to be certified and to use lead-safe work practices. Georgia Environmental Protection Division Lead-Based Paint and Asbestos Program (404) 363-7026.

Projects must be done by a Certified Lead Renovation Firm AND a Certified Renovator

When disturbing lead-based painted or coated surfaces or components more than 6 ft per interior room or 20 ft² of exterior surfaces AND all window replacements and partial demolitions of any size.

Asbestos/Environmental Notification to Georgia EPD for Projects Involving Demolition, Wrecking, or Renovation

The undersigned hereby acknowledges that the issuance of this permit does not in any way grant permission to the owner, owner’s representative, or permit holder to proceed with demolition, wrecking, or renovation of a structure prior to the filing of any required ten (10) day **“Project Notification for Asbestos Renovation Encapsulation or Demolition”** form in accordance with the Georgia Asbestos Rules. The Georgia Environmental Protection Division administers the rules. In most cases, the rules require both the owner and the involved contractors to assure the portion of the building involved in the project is thoroughly inspected by an Accredited Asbestos Inspector for materials that contain asbestos; and the removal of the asbestos before renovation, wrecking, or demolition begins almost without exemption. Georgia EPD requires a completed demolition notification from be submitted 10 working days in advance even if no asbestos is present in the building. Further guidance for regulatory compliance and contact telephone numbers are provided by the brochures entitled **Asbestos & Renovation** and **Asbestos and Demolition**. Other environmental issues such as asbestos removal techniques, lead abatement, ground contamination, or unusual site conditions may have EPD regulations that could affect the project.

BMPs

While BMP deficiencies are not necessarily the fault of the owner or his agent, BMPs are their responsibility. Two areas of deficiencies are in the most basic and common BMPs; Co – Construction Exit and Sd1 – Sediment Barrier. Correct installation information can be found in the *Field Manual for Erosion and Sediment Control in Georgia, 2016 Edition*, Georgia Soil and Water Conservation Commission; gaswcc.georgia.gov

Problems with the Co is not limited to the installation, but to material. The stone will be a representation of 1.5”-3.5” stone or larger.

Type A sediment barriers have been installed where Type C is required and shown on the permit drawings. Where two rows are called for they will be installed with a separation that allows for the first one to fail (fall over) without impacting the second one. The complete assembly and installation must be compliant; steel or wood posts, post spacing, Type C or A.

Signature for receipt of Lead Paint, Asbestos, and BMP notices

Date

Printed Name

ALL ROOF OR REROOF INSTALLATIONS

Asphalt shingles shall comply with Section R905 of the IRC and Section 504 of the ICC 600. All shingles must be wind rated and tested in accordance with ASTM D 3161, Class F or ASTM D 7158 Class H. Asphalt shingle wrappers must bear a label indicating compliance. Special fastening is required. A minimum of six fasteners are required unless otherwise directed by the manufacturer. Fasteners must be **non-corrosive**, minimum 12 gauge shank with a minimum 3/8" diameter head, of a length to penetrate through the roofing material and a minimum of 3/4" into, or through, the roof sheathing. Underlayment must be 30# felt or as an alternative adhered underlayment complying with ASTM D 1970 shall be permitted (IRC R905.2.7.2 / IBC 1507.2.8.1). Drip edge must be provided.

Metal Roofing – Materials for metal roofing shall be naturally corrosion resistant or provided with corrosion resistance in accordance with this table - IRC Table R905.10.3(2):

55% Aluminum-zinc alloy coated steel	ASTM A 792 AZ 50
5% Aluminum Alloy-coated steel	ASTM A 875 GF60
Aluminum-coated steel	ASTM A 463 T2 65
Galvanized steel	ASTM A 653 G-90
Prepainted steel	ASTM A 755 (Paint systems shall be applied over steel products with corrosion-resistant coatings complying with ASTM A 792, ASTM A 875, ASTM A 463, or ASTM A 653.

For panel systems, two rows of fasteners shall be used along the eaves, hips, and ridges. The first row should be within two to three inches of the edge and the next row three to four inches from the first. Other fastening to be per the IRC, IBC, ICC 600, or Manufacturer's installation instructions. All screws and other fasteners to be corrosion resistant. Underlayment must be 30# felt or as an alternative adhered underlayment complying with ASTM D 1970 shall be permitted. Drip edge must be provided.

TABLE R905.10.3(1) - METAL ROOF COVERING STANDARDS

ROOF COVERING TYPE	STANDARD APPLICATION RATE/THICKNESS
Galvanized steel	ASTM A 653 G90 Zinc coated
Stainless steel	ASTM A 240, 300 Series alloys
Steel	ASTM A 924
Lead-coated copper	ASTM B 101
Cold-rolled copper	ASTM B 370 minimum 16 oz/sq ft and 12 oz/sq ft high-yield copper for metal-sheet roof-covering systems; 12 oz/sq ft for preformed metal shingle systems.
Hard lead	2 lb/sq ft
Soft lead	3 lb/sq ft
Aluminum	ASTM B 209, 0.024 minimum thickness for roll-formed panels and 0.019-inch minimum thickness for pressformed shingles.
Terne (tin) and terne-coated stainless	Terne coating of 40 lb per double base box, field painted where applicable in accordance with manufacturer's installation instructions.
Zinc	0.027 inch minimum thickness: 99.995% electrolytic high-grade zinc with alloy additives of copper (0.08 – 0.20%), titanium (0.07% - 0.12%) and aluminum (0.015%).

For SI: 1 ounce per square foot = 0.305 kg/m², 1 pound per square foot = 4.214 kg/m², 1 inch = 25.4 mm, 1 pound = 4.454 kg.

City of Tybee Island

TECHNICAL CODES NOTICE

Effective January 1, 2026

Effective January 1, 2026, the State of Georgia and the City of Tybee Island enforce the following Codes for construction:

International Building Code, 2024 Edition and Georgia Amendments
International Residential Code, 2024 Edition and Georgia Amendments
International Fire Code, 2024 Edition and Georgia Amendments
International Plumbing Code, 2024 Edition and Georgia Amendments
International Mechanical Code, 2024 Edition and Georgia Amendments
International Fuel Gas Code, 2024 Edition and Georgia Amendments
International Energy Conservation Code, 2015 Edition and Georgia Amendments
National Electrical Code, 2023 Edition and Georgia Amendments
National Green Building Standard 2018 Edition with Georgia Amendments
International Fire Code 2024 as adopted by the Safety Fire Commissioner
Life Safety Code (NFPA)
International Existing Building Code, 2018 Editions with Georgia Amendments
International Property Maintenance Code, 2018 Editions with Georgia Amendments
ICC 600 Standard for Residential Construction in High Wind Regions

The following design provisions became effective January 1, 2014:

3-SECOND WIND GUST	140 MPH
FASTEST MILE BASIC WIND SPEED	104 MPH
SEISMIC DESIGN CATEGORY	“B”
WIND EXPOSURE	“C”
CLIMATE ZONE	“2”
WINDOW PROTECTION	7/16–inch minimum plywood or approved alternate method

The following are 2015 IECC (with Georgia Amendments) requirements for new windows, glazed doors and skylights:

DESIGN PRESSURE	DP 45 or higher / PG 50 or higher
SOLAR HEAT GAIN COEFFICIENT	0.27 or lower
U-FACTOR	0.35 or lower / skylights 0.65 or lower

All work shall conform to the City of Savannah Technical Specifications except as stated in the Tybee Island Special Conditions on the following page: cityoftybee.org/DocumentCenter/View/4839/City-of-Tybee-Island-Special-Conditions-2025. When in conflict, the City of Tybee Island Specifications shall take precedence.

The City of Savannah Technical Specifications are available online at savannahga.gov/914/Specifications