



The Planning and Permitting Office
The Unified Government of Cusseta-Chattahoochee County, Georgia

215 McNaughton St Cusseta, Georgia 31805
Telephone 706-890-4007 | Fax No. 706-989-2005

STORAGE UNIT PERMIT CHECKLIST

The following documents and information must be submitted to the permitting office in order to process your permit application:

1. Completed permit application
2. If you are not the property owner, you must have the property owner complete and sign a Property Owner Authorization Form
3. Copy of all Contractor's State License
4. Copy of Contractor's Business License
5. Copy of Contractor's Liability insurance
6. If the storage unit requires electrical service, HVAC, or plumbing, you must submit a copy of the following:
 - a. State License
 - b. Liability Insurance
 - c. Business License
7. The proposed placement location of the storage unit must be clearly marked on the property. A site inspection will be conducted by Code Enforcement to ensure compliance with all setback requirements from adjoining property lines.
8. Once all requirements have been verified, the permit fee must be paid by cash, check, card, or money order.

Important Notes:

- All of the above items are required for every permit. Incomplete applications will not be processed.
- Setback Information: Setback requirements vary by zoning district. This information can be obtained from the Permitting Department.
- HVAC, electrical, and plumbing work must be performed by a state-licensed professional.
- Once all required information is received, processing may take up to **five (5) business days**.
- No work may begin until the permit has been issued and posted on the property by the owner and/or contractor.