



# Hancock County Building & Zoning

854 Highway 90

Bay St. Louis, MS 39520

Telephone (228) 467-4157 Fax (228) 466-4744

## NEW RESIDENTIAL CONSTRUCTION

The following is required for obtaining a Hancock County Building Permit. Please have all required information available before beginning the permit application process.

### 1. **911 Address**

18335 Hwy 603

Kiln, MS 3956

Phone: 228-467-8192

Storm Preparedness Building

### 2. Health Dept. Recommendation (perk test) for septic tank or Proof of Service with Water & Sewer Dept.

On-Site Wastewater Call Center 855-220-0192/601-991-6030/healthymss.com

Water & Sewer Dept. 228-467-6208

### 3. Copy of the **Recorded Deed** (Chancery Office 228-467-5404) to the property and **notarized** letter from the property owner if applicant does not own the property.

### 4. Completed Building Application

### 5. **Two** Complete sets of house plans

### 6. Plot plan showing how far off the property lines the structure will be located.

### 7. Elevation Certificate if the property is located within a Special Flood Hazard Area.

The following is required before **FINAL POWER** is approved:

a) **Final Elevation Certificate** if in a flood zone

b) Final approval of Wastewater Disposal System by the Hancock Co. Health Department.



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## Effective October 1, 2011

### Residential Builders Requirements

Permits for the following:

#### **Residential Electrical, Residential Plumbing, Residential Mechanical (HVAC)**

will be required by the Hancock County Building Department to be obtained by a **Licensed Sub-Contractor** in the designed craft in which they perform work. The individual permit fee will be \$26.00 each for the sub-contractors performing electrical, plumbing and mechanical work under Licensed Residential Builders.

### Homeowners Requirements

Homeowners construction a single family dwelling to occupy as their primary residence will also be required by the Hancock County Building Department to obtain the individual permits for electrical, plumbing and mechanical (HVAC) work they chose to perform themselves with no fees required.

If the Homeowner decides to have a Licensed Contractor do the work instead, then the Licensed Contractor of the craft will be required to obtain the proper permit for the work to be performed and be responsible for the permit fee established above.

### Mississippi State Board of Contractors Important Notice:

Mississippi Law requires that a Written Disclosure for Residential builders and Remodelers be provided at the time of contracting to the person the work is being performed for whether there is general liability insuring the work.

