



City of Quitman  
Building & Demolition Permit Application

<b>PROJECT INFORMATION</b>	
Permit #: OU	Project Address or Location:
Subdivision Name:	Lot Number:
Current Zoning District:	Property Parcel Index Number (PPIN):
<b>PROPERTY OWNER'S INFORMATION</b>	
Property Owner's Name:	Property Owner's Address:
Property Owner's Cell #:	Property Owner's Business #/Home #:
<b>CONSTRUCTION INFORMATION</b>	
Proposed Use: <b>(Required – Give full details including dimensions)</b>	
Type of Construction:                      (circle one)      Residential      Commercial      Industrial	
<b>CONTRACTOR INFORMATION</b>	
General Contractor's Name:	General Contractor's Address:
General Contractor's Office #:	General Contractor's Cell #
Electrical Subcontractor Name:	Electrical Subcontractor Cell #:
Plumbing Subcontractor Name:	Plumbing Subcontractor Cell #:
Roofing Subcontractor Name:	Roofing Subcontractor Cell #:

PERMIT CLASSIFICATION	FLAT FEE	TOTAL
NEW RESIDENTIAL CONSTRUCTION: <b>Includes approved regrading of land</b>	\$ 100.00	\$
NEW NON-RESIDENTIAL CONSTRUCTION: <b>Includes approved regrading of land</b>	\$ 200.00	\$
LAND REGRADING (ONLY):	\$ 50.00	\$
NEW ACCESSORY STRUCTURE CONSTRUCTION	\$ 50.00	\$
STRUCTURAL PLACEMENT: MANUFACTURED/MODULAR HOME OR BUILDING	\$ 50.00	\$
REMODEL / RENOVATION / RESTORATION / REHABILITATION: <b>Any size interior or exterior project</b>	\$ 50.00	\$
FULL DEMOLITION: <b>Must be completed within one hundred and eighty (180) days of Issuance Date</b>	\$ 50.00	\$
<b>TOTAL DUE</b>		

**NOTE: A permit is NOT required for Repairs, Repainting, Reroofing, or Roof Replacement.**

<p><b>Is this property located within the Quitman Historic Downtown and Mill District?      (Circle One)    YES      NO</b></p> <p><b>IF YES IS SELECTED</b> - IAW Miss. Code Ann. §39-13-5 and City of Quitman Ordinance No. 323, <b>any exterior construction and/or demolition, (EXCLUDING PAINTING)</b>, requires completing a "Certificate of Appropriateness" to be filed with the Quitman Historic Preservation Commission (QHPC) along with an application fee of \$25.00 paid by check made payable to the City of Quitman requesting a meeting with the Quitman Historic Preservation Commission <b>prior to the work commencing, whether or not the City of Quitman requires a Building Permit.</b></p>
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By my signature below, I hereby certify that I have read and examined this application and know the above to be true and correct. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction, the performance of construction, or Zoning and Property Maintenance Codes. In addition, by my signature below, I grant the City of Quitman the right to inspect my project for compliance with the 2018 International Building Code, as adopted by the City of Quitman, and other applicable City Codes and Ordinances. Furthermore, I understand that my application is subject to approval by the applicable departments of the City of Quitman as listed on the reverse side of this form. In accordance with the Paragraph 105.5 of the 2018 International Building Code, this permit becomes void after one hundred and eighty (180) days of the Issuance Date unless extensions are approved by the building official.

Applicant Signature: \_\_\_\_\_

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

Deputy City Clerk: \_\_\_\_\_

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

### ***CITY HALL USE ONLY BELOW THIS LINE***

Is this property located within a Flood Zone as determined by the Floodplain Administrator? (Circle One) YES NO

**IF YES IS SELECTED** - The Floodplain Administrator will record the applicable FEMA Map Panel Number: \_\_\_\_\_

**1. Floodplain Administrator: [\(SEE NOTE 1\)](#)**

Signature: \_\_\_\_\_ (circle one) APPROVED NOT APPROVED DATE: \_\_\_\_\_

**2. Building Inspector: [\(SEE NOTE 2\)](#)**

Signature: \_\_\_\_\_ (circle one) APPROVED NOT APPROVED DATE: \_\_\_\_\_

**3. Quitman Historic Preservation Commission Chairperson: [\(SEE NOTE 3\)](#)**

Signature: \_\_\_\_\_ (circle one) APPROVED NOT APPROVED DATE: \_\_\_\_\_

**4. Zoning Administrator: [\(SEE NOTE 4\)](#)**

Signature: \_\_\_\_\_ (circle one) APPROVED NOT APPROVED DATE: \_\_\_\_\_

**5. Deputy City Clerk: [\(SEE NOTE 5\)](#)**

Signature: \_\_\_\_\_ (circle one) APPROVED NOT APPROVED DATE: \_\_\_\_\_

#### **NOTES**

**NOTE 1: The Floodplain Administrator must sign the Building Permit before issuance.**

Any party undertaking development within a designated floodplain must obtain a Floodplain Development Permit, from the Floodplain Administrator, **prior to the work commencing**. The Floodplain Development Permit is the mechanism by which the City of Quitman, Mississippi evaluates any and all impacts of activities proposed within our regulated floodplains. If applicable, all activities must be in compliance with the City of Quitman, Mississippi Flood Damage Prevention Ordinance.

**NOTE 2: The Building Inspector must sign the Building Permit before issuance.**

The Building Inspector will perform all required interior and exterior inspections and document those inspections on the "City of Quitman Building Inspection Form" to be maintained in the Deputy Clerk's records.

**NOTE 3: The Quitman Historic Commission Chairperson must sign the Building Permit before issuance.**

For properties located within the Quitman Historic Downtown and Mill District, involving **any exterior construction and/or demolition, (EXCLUDING PAINTING)**, a Certificate of Appropriateness must be filed with the Quitman Historic Preservation Commission (QHPC) along with an application fee of \$25.00 paid by check made payable to the City of Quitman requesting a meeting with the Quitman Historic Preservation Commission **prior to the work commencing, whether or not the City of Quitman requires a Building Permit.**

**NOTE 4: The Zoning Administrator must sign the Building Permit before issuance.**

All construction projects adding square footage to the property, either by building onto an existing structure, or by building a new additional structure, will be reviewed and inspected by the Zoning Administrator to ensure compliance with the City of Quitman Zoning Ordinance **prior to the work commencing.**

**Note 5: The Deputy City Clerk cannot issue the permit unless all departments have given approval and all fees have been paid.**