



Jefferson County Alabama
Department of Development Services

Commercial New Construction and Additions

All new construction and additions require Land Disturbance and Commercial Building Permits from Development Services prior to the start of the project. This checklist will provide the required documents needed to begin your permit application.

The owner of the business can apply for the permit and act as the contractor.

Required Permits

- Land disturbance permit
 - A land disturbance bond must be provided at the time of permitting. The face value of the bond is based on amount of disturbed land onsite. For bond amount call Mandy Elledge at (205)325-5423.
 - Jefferson County Health Department Permit for onsite sewage disposal system.
- Or
- Impact Fees must be paid to obtain a permit from Jefferson County Environmental Services to connect to public sewer.
 - Building Permit
 - Plumbing, electrical, and gas permits are currently separate permits and must be issued to a contractor that is licensed by the State and registered with this department.

Plans Requirement

- Plans must be fully dimensioned and drawn to a minimum 1/8-inch scale on a minimum 11" x 17" paper.
- Architectural, Structural, Plumbing, Electrical, Gas and Mechanical drawings must be submitted for review.
- Site Plans which includes Land Disturbance Plans must be submitted to Jeff Gunter for review. Call (205)325-5431.



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Revisions

Revisions must be submitted after plans have been examined and revisions are required.

- Submit only sheets affected by the revisions
- The revision request form must be submitted with each revision.
- Address each comment in the order in which it was requested.
- Identify all revisions clearly (i.e. draw a cloud around revised areas)
- Attach a written response to each comment. List the revision request and you comment underneath.