

# **RANKIN COUNTY BUILDING PERMIT REQUIREMENTS**

OFFICE OF COMMUNITY DEVELOPMENT PH: 601-824-2570 F: 601-824-2571

## **IN ORDER TO OBTAIN A BUILDING PERMIT IN RANKIN COUNTY, YOU MUST SUBMIT THE FOLLOWING:**

1. A print out of the address assigned by Rural Addressing 601- 824-2423
2. Account Number assigned by Waste Management 601-825-9213
3. Form 335 Soil and Site Evaluation / System Recommendation 1-855-220-0192  
From the Mississippi State Department of Health [www.HealthyMS.com/wwapply](http://www.HealthyMS.com/wwapply)  
Monday – Friday 8 am – 5 pm, you may also call Ann Hogue 601-260-9982  
Not required if sewer is serviced by a municipality or community approved system.  
**\*\*\* The Final 910 form is required before we can send the release for permanent power. \*\*\***
4. A deed or legal property description.
5. **Three** (3) complete sets of house plans and a **PDF** to include a site plan, foundation drawing, floor plan, electrical, plumbing, and elevations. Email PDF to [commdev@rankincounty.org](mailto:commdev@rankincounty.org).  
The following information should be included on the site plan:
  - Building setback lines (distance to the property lines)
  - The location of all structures, existing and proposed
  - Access to the property and street locations
  - Drainage/Stormwater plan
6. Lots that are part of a site covered under a MDEQ Large Construction Stormwater Permit are required to submit a completed copy of the associated **Lot Registration Form** . Contact the developer of the subdivision for the form.
7. Furnish names of Contractors:
  - General, Electrical, Plumbing & Heating & Cooling
  - General Contractors are required to have a license from the State Board of Contractors to build residential homes in excess of \$50,000.00. Contractors will have to obtain a \$5,000.00 performance bond for Rankin County, pay a \$25.00 annual fee to the Building Department and are also required to provide proof of general liability insurance in an amount of not less than \$300,000.00 per occurrence.
  - Electrical, plumbing and heating and cooling contractors must have a current master license in their field of work. They will have to obtain a \$5,000.00 performance bond, pay a \$25.00 annual fee to the Building Department, and are also required to provide proof of general liability insurance in an amount of not less than \$300,000.00 per occurrence.
  - General Electrical, Plumbing, & Heating & Cooling are required to come to our office and sign the permit application before the building permit is issued. No permits will be issued until all contractors have signed and above requirements have been met.
8. We will check the FEMA flood maps to see if your property is in a flood hazard area before a building permit is issued. If it is additional paperwork may be required.
9. **At Final Inspection: front and side yards must be sodded. Rear yard may be seeded if total germination is at 60% at time of our inspection. Sloped backyards and side yards may require sod or retaining wall. A building permit with a stamped engineered design is required for retaining walls over 3 ft.**

**ALL CONSTRUCTION MUST COMPLY WITH COUNTY AND STATE LAWS  
REGULATING CONSTRUCTION, 2012 INTERNATIONAL BUILDING CODES  
AND 2011 NATIONAL ELECTRIC CODES**