



COMMUNITY DEVELOPMENT

Building Permit

Information

Frequently Requested Building Permit Information

Permits require all work to comply with the City of Brandon's adopted building codes.

Permit procedures ensure that a project is in compliance with city zoning regulations, city engineering requirements, and that it meets the water and sewer department regulations.

If you are not sure when a permit is required, call the Building Department before starting your project. Failure to do so may result in a delay of your project as well as additional costs.

Who can pull a permit?

Residential Projects - State law requires any builder or superintendent to have a residential builder's license if the home is more than \$50,000.00. Any person engaging in a remodel job that exceeds \$10,000.00 must have a residential builder's license or a remodeler's license. The property owner can pull a permit, but beware, pulling the permit makes YOU the general contractor and, as such, responsible and personally liable for accidents on the job.

Commercial Projects - State law requires any person engaging in commercial construction or construction management exceeding \$50,000.00 (privately or publicly funded), must have a commercial builder's license or a Certificate of Responsibility from the Mississippi State Contractor's Board.

Residential builders may construct, improve, repair, remodel or renovate a commercial structure, without being required to obtain an additional license, provided the project does not exceed 7,500 square feet or two stories.

A copy of the Mississippi State Board of Contractors law can be obtained at the Community Development Department or by visiting the State Board of Contractors website at www.msbc.us

Why do you need permits?

- Quality control
- Safety
- Protection of property development rights

A permitting system protects the following:

- Homeowner
- Your neighbor
- Contractor
- The City of Brandon
- Property values



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Permits require that work performed meets the City of Brandon's adopted codes

2018 International Building Code (with insignificant amendments) and some appendices including:

- Appendix E - Supplemental accessibility requirements
- Appendix F - Rodent proofing

2018 International Residential Code (with insignificant amendments) and some appendices including:

- Appendix E - Manufactured housing used as dwellings
- Appendix F - Radon control methods
- Appendix J - Existing buildings and structures

2018 International Mechanical Code (with insignificant amendments)

2018 International Plumbing Code (with insignificant amendments)

2018 International Fuel Gas Code (with insignificant amendments)

2018 International Fire code (with significant amendments to increase the requirements for fire sprinkler systems in commercial buildings, based on square footage of buildings and occupancy type)

2017 National Electrical Code (with no amendments)

2018 International Swimming Pool and Spa Code (with no amendments)

2018 International Existing Building Code

An electronic file of the adopted various international codes with full amendments can be downloaded from the City of Brandon website at www.brandonms.org



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When is a permit required?

Permits are required whenever an owner, agent, or contractor proposes the following to the occupancy of a structure:

- Construct
- Enlarge
- Alter
- Repair
- Move
- Demolish
- Change of Occupancy

Other permits that may be required:

Permits are also required when you are going to construct, enlarge, alter, repair, or move the following:

- air conditioning
- ventilation systems
- electrical systems
- plumbing and/or gas piping systems
- sprinkler and/or fire extinguishing systems
- elevators
- signs
- incinerators
- furnaces or boilers
- swimming pools (including residential and non-residential)
- portable storage structures - larger than 120 square feet

The required permits may include building, electrical, mechanical, or plumbing. Additionally, electrical, mechanical, and plumbing permits can only be issued to licensed contractors.

In certain cases, other permits may also be needed:

- Demolition Permit is required for razing any permanent structure. The owner or contractor is responsible for arranging utility cut-offs prior to obtaining the demolition permit. The water and sewer lines must be disconnected by a licensed master plumber and inspected prior to the start of a demolition. The owner is also responsible for having the structure tested for asbestos prior to obtaining a permit. If the structure contains asbestos the owner or contractor must remediate all the asbestos containing materials and provide evidence of such to the building department.



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How do I apply for a permit?

Permits are issued in the name of the applicant. For that reason, it is recommended that the contractor, rather than the property owner or lessee, apply for the permit. This will insure that the contractor is held responsible for correcting any code violations. Commercial projects must be permitted by a Mississippi licensed contractor, registered to do business in the City of Brandon.

Small Jobs:

Small jobs, such as residential additions and remodels can be permitted by the contractor or the homeowner (owner-occupied structure).

When applying for a permit, the following is required:

- Completed permit application;
- Plans, showing all plumbing, electrical, mechanical, and framing details. These can be prepared by the contractor or the homeowner;
- Site plan, showing the entire site and the entire structure;
- The plans must be prepared in sufficient detail for the plans examiners to determine if all code requirements are met.

Large Jobs:

When applying for a permit, the following is required:

- Completed permit application;
- Three complete sets of plans and specifications (see plans and specifications checklist);
- Site plans should show the entire site and the entire structure;
- When food preparation or food service is involved plans must be accompanied by a written approval from the Rankin County Health Department. Please note: you must contact the health department to apply for approval of plans prior to submitting for a building permit.

Please obtain a copy of our
Minimum Plan Submittal Requirements
for examples and useful information to help you prepare your plans