



Building Services Department

2529 J.O. Stephenson Avenue | (770) 429-4554 | permits@kennesaw-ga.gov

Permit Fees

Fees are based on construction valuation. The city calculates the construction valuation based on the floor area of the project and a pre-determined cost per square foot based on the type of construction. Please email permits@kennesaw-ga.gov to inquire about fees based on the details and valuation of your project. You may also review our Code of Ordinance on fees within [Chapter 18](#).

Before a permit is ready to be issued, an invoice is e-mailed to the applicant on file. Invoices can be paid through our online payment system. The city accepts Visa, MasterCard and Discover Card payments. Fees may also be paid in person by check. We do not accept credit card payments over the phone or credit card authorization forms. A credit card transaction fee will apply.

Frequently Asked Questions

How do I know if I need a permit for my project?

You can contact Building Services at permits@kennesaw-ga.gov or call (770) 429-4554. Discuss your plans with staff for determination if a permit is needed.

What other regulations may affect a building project?

Zoning regulations that include building setbacks, building lot coverage, building height etc. Please contact Planning & Zoning (770) 590-8268 for more information.

Who is responsible for obtaining a permit?

The owner of a property is responsible for what transpires on his/her property, but licensed contractors know that permits are required before work begins, as it is a part of the test for licensing.

Does a roof, siding or windows replacement/repair need a permit?

Yes, please refer to the list of permit to apply and requirements of documents.

Where do I obtain a building permit?

To obtain a permit for construction in the City of Kennesaw, an application must be applied for online using the online permit portal. [Click here](#) to access the online permit portal.

Are separate permits required? If so, why?

Yes. Georgia law, O.C.G.A. 43-14, requires all persons contracting or performing for hire any plumbing, electrical, low voltage, heating-air conditioning or utility work in Georgia to be duly and currently licensed by the Georgia State Construction Industry Licensing Board for that work. The purpose of this is to regulate building and construction in the City of Kennesaw, to provide for the administration and enforcement of the Georgia State Minimum Standard Codes and to establish procedures for the permitting and inspection of buildings within the City of Kennesaw. This requirement is also required of homeowners attempting the work themselves.

How long will it take to get a building permit?

Once submitted please allow the plan reviewers 10 business days for review on comments or approved permit.

Does the City have an expedited service for plan review?

All permits are process and reviewed as quickly as possible in accordance with the adopted codes and ordinance for code compliance.

How do I check on the status of my permit?

Once you submit you will receive a permit number. To check the status of a permit, please have your permit number available and contact the Building Services Department (770) 429-4554. Permit numbers are issued to the applicant after the permit request has been submitted through the online permit portal. You can also check the status of a permit using your assigned contractor's code. [Click here](#) to check the status of a permit online.

Where do I direct my flood plain questions?

The Public Works Department at (770) 421-8582 can answer flood plain questions.