

City of Amory, Mississippi  
Requirements for Permit of New Building Construction  
Or Building Alterations

RESIDENTIAL

- 1. Site Plan
    - a. All site plans must be presented on standard sheet of paper (white size 8 ½” x 11”).
    - b. All site plans must show:
      - i. All buildings on property; and
      - ii. Distance of new building from all existing buildings; and
      - iii. Distance from the property line. Property line and set backs should be displayed on site plan.\*\*
- \*\*It is the responsibility of the requestor to know his or her property line location. By permitting builds, the City of Amory is not in any way determining property lines or boundaries.
- 2. Foundation plan - All foundation plans must show:
    - a. Dimensions
    - b. Size
    - c. Spacing
    - d. Extent of all foundations
  - 3. Floor Plan – All floor plans must show:
    - a. Walls, Doors, Windows, and rooms.
  - 4. Contractor, Electrician, and Plumber names must be listed & copies of all licenses are required to be provided. See City Clerk’s office for bond information and local BL.
  - 5. Engineered Building (metal buildings) must be accompanied by:
    - a. Stamped building plans; and
    - b. Stamped foundation plans.
  - 6. Sprinkler plans (if required) or a letter of intent from sprinkler contractor.

NON-RESIDENTIAL

- 1. Plan set must be designed by a registered design professional and include (at minimum):
  - a. Foundation; and
  - b. Site; and
  - c. Electrical; and
  - d. Plumbing; and
  - e. Mechanical; and
  - f. Building elevation; and
  - g. Any other required documentation that may be required to proceed.
- 2. Contractor, Electrician, and Plumber names must be listed & copies of all licenses are required to be provided. See City Clerk’s office for bond information and local BL.
- 3. Copy of MPC (Material Purchase Certificate).
- 4. Sprinkler plans (if required) or a letter of intent from sprinkler contractor.
- 5. KnoxBox Fire Access key box required by Amory Fire Chief.