

Steps to Moving or Building in Monroe County

Step 1: Address Assignment

The Planning and Zoning Office will need to assign an address before the process begins. Please call ahead. If you have one already--start with step 2.

No fee for addresses

Administration Building/2nd Floor
38 West Main Street
Forsyth, Ga 31029
478-994-7040

Monday-Friday
8:00am-5:00pm
kfortner@monroecoga.org

Step 2: Septic Permit and Well

The Environmental Health Office will assist for septic tank permits, well permits and if you need a soil study. This is a state office but they are located in Monroe County.

(Fees may vary)

106 Martin Luther King Jr.
Forsyth, Ga 31029
478-993-3081

Monday-Friday
8:00am-4:30pm

Step 3: Driveway Permit

The Road Department will assist with your driveway permit and once their process is complete, it will be emailed to the Planning and Zoning Office.

Fee: \$100.00; will be paid at the planning and zoning office upon pick-up

521 Montpelier Road
Forsyth, Ga 31029
478-994-7029

Monday-Thursday
7:30am-5:00pm
Friday 7:30am-11:30am

Step 4: Zoning Compliance

The Planning and Zoning Office will need to issue you a zoning compliance once you've completed steps 1-3. Please call ahead.

(Fees may vary depending on the structure)

Administration Building/2nd Floor
38 West Main Street
Forsyth, Ga 31029
478-994-7040

Monday-Friday
8:00am-5:00pm
kfortner@monroecoga.org

Step 5: Building Permits

The Building Department will assist with: building permits, certificate of occupancy, electric, hvac and plumbing permits and other various permits.

(Fees may vary depending on the structure)

Administration Building/2nd Floor
38 West Main Street
Forsyth, Ga 31029
478-994-7618

Monday-Friday
8:00am-5:00pm

****Please contact these offices individually for setbacks and any regulation questions you may have. Please be sure to either have a check, cash or money order--cards are not accepted.****