



BUILDING DEPARTMENT

P. O BOX 552 | Alexander City | Alabama 35011-0552 | Telephone (256) 329-6712

City Contacts

Building Official: Gaines Hodnett (256) 329-6714

gaines.hodnett@alexandercityal.gov

Administrative Assistant: Kristen Powell (256) 329-6712

kristen.powell@alexandercityal.gov

Business License: Ward Sellers (256) 329-6720

City Engineer: Gerard Brewer (256) 409-2020

State Contacts

Alabama Licensing Board for General Contractors (334) 272-5030

www.genconbd.alabama.gov

Requirements for Licensing & Permitting New Commercial, Additions, or Repairs:

1. All contracted work, materials and labor in the amount of \$1,000.00 and over requires a permit. Electrical, Plumbing, & Heating & Air contractors must be State certified. All companies performing work or providing services must have a City license. Companies delivering products must have City license. Common carriers are exempt from this requirement.
2. All building plans for a new construction shall be submitted to the Building Department two (2) days before a building application is approved for permit issuance. Two sets of plans are a requirement if the construction is over 2,500 square feet. (2 civil) (2 sets of building plans) signed by an engineer/architect as applicable. The Building Official will arrange a pre-construction meeting if requested by the owner/contractor or hired general contractor.
3. Contractors performing contract work over \$50,000.00 must comply with Title 34; Chapter 8; Section I-22 Code of Alabama.
4. A City of Alexander City current Business License is required for: hired General Contractors and all Sub-contractors. (Plumbing, Electric, and Heating & Air subcontractors must present their State of Alabama G.C. License if contract work is \$50,000.00 and over, when applying for a City Business License and/or Permitting a project.) Special note: Sub General Contractor cannot work under Owner/Contractor, must be a General Contractor, not a Sub. Sub General Contractor can work under a hired General Contractor.
5. All contractors must present proof of General Liability Insurance to the Building Department in the amount of \$100,000.00 before a permit is issued when the contract/permit amount exceeds \$10,000.00 or any plumbing, electrical or mechanical shall also file proof.
6. Mechanical/HVAC service work does not require a mechanical permit; however, all other requirements do apply— State License, City Business License, General Liability Insurance.
7. All building expansion shall meet storm water and zoning requirements.
8. All required inspections shall be scheduled through the Building Department Administrative Assistant (phone number listed above.) Required inspections are listed under “Building Department Guidelines,” provided in the New Construction packet.
9. City of Alexander City Website: www.alexandercityonline.com

Other requirements may apply depending upon the scope of work