



ROCKDALE COUNTY PLANNING AND DEVELOPMENT ACCESSORY STRUCTURE PERMIT

SUBMIT:

- Permit application (see next page)
- One (1) copy of the structure location plan (prepared, signed and sealed by a land surveyor, professional engineer, or landscape architect)
- One (1) copy of the floor plan no larger than 11" x 17"
- Approval letter from Environmental Health, if on septic tank (telephone: 770-278-7340)
- Copy of Georgia Contractor's License & Business License

STRUCTURE LOCATION PLAN:

- Boundary lines of the lot
- Subdivision name, zoning district, and tax parcel ID number
- Lot area (total square footage)
- Location and names of all abutting streets, other rights-of-way or easements
- Minimum required building setbacks or buffer lines with dimensions (see [Section 214-1](#) and [Section 326-6](#))
- Location of all buildings with FFE, driveways, parking areas, swimming pools, recreational courts, patios, accessory structures and other improvements existing or proposed, dimensions of buildings and distances between all structures and to the nearest property lines
- All easements, public water, sewer or stormwater drainage facilities traversing or located on the property, septic tank and septic tank drain field
- Impervious area (includes all structures, sidewalks, driveways, paved areas, swimming pools):
 - Existing impervious area (square footage)
 - Proposed impervious area (square footage)
 - Total impervious area (existing + proposed)
- Limit of the 100-year floodplain, wetland areas, streams, historic structures and any applicable buffers or special building setback lines
- Existing and proposed grades with two-foot contour intervals, and erosion and sediment control measures as required
- All other applicable requirements of the UDO or conditions of zoning
- Name, address and telephone number of the property owner
- Name, address and telephone number of the person who prepared the structure location plan
- Exterior building materials description (see [Section 214-7](#))
- Note on plan: "This structure Location Plan has been reviewed for general compliance with the Rockdale County Unified Development Ordinance and is approved for issuance of a building permit for the residential structure and other improvements shown hereon. (No framing inspection will be approved until a flood elevation certificate has been received by the department.) This approval is granted with the provision that no Certificate of Occupancy or Certificate of Completeness shall be issued until conformance to this structure location plan has been field verified by the building official or has been verified by an as-built foundation survey prepared by a Registered Land Surveyor or Professional Engineer"

For regulations specific to accessory structures, see [Section 218-7](#). - Accessory Use Standards.



ROCKDALE COUNTY PLANNING AND DEVELOPMENT ACCESSORY STRUCTURE PERMIT APPLICATION

Date: _____

PROPERTY INFORMATION:

Address of project:	
Name of business (existing or proposed):	
Name of property owner:	
Current address:	
Phone:	Email:

CONTRACTOR INFORMATION:

Name of company:	
Name of main contact:	
Address:	
Phone:	Email:

EROSION AND SEDIMENT CONTROL (must provide copy of card):

Name of card holder:	
Certification number:	Expiration date:
Name of 24h contact:	Phone:

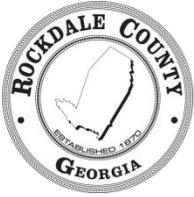
PROPOSED STRUCTURE:

Description of proposed use:
Other structures on property:
Total square footage:
Exterior finish (all that apply):
Utility service: <input type="checkbox"/> Gas <input type="checkbox"/> Electrical
Estimated cost of project: \$

Signature of applicant: _____

Department of Planning and Development contact information:

In person: 958 Milstead Avenue, Conyers, GA 30012 ◦ Monday through Friday, 8:00am to 5:00pm	
Mail: P.O. Box 289, Conyers, GA 30012	Phone: 770 278-7100
Email: permit@rockdalecountyga.gov	Fax: 770 278-8940



ROCKDALE COUNTY PLANNING AND DEVELOPMENT
ACCESSORY STRUCTURE AFFIDAVIT

I, _____(property owner), understand that the accessory structure permit that I am applying for will not be used for human habitation, for any business or for housing animals/livestock.

I also understand that according to Rockdale County Code Section 214-7 “In residential zoning districts, sheet metal, vinyl siding, exposed common concrete block and similar materials shall not be permitted as exterior building materials. Soffits, gables and eaves may be finished in vinyl.”

The accessory building will be used for the following purposes:

For accessory structures/buildings that will be used to house animals, I will comply with all Rockdale County codes and zoning requirements relating to kennels, livestock and poultry as well as the requirements for livestock set forth by the Department of Environmental Health. I have also received a copy of the Rockdale County code sections pertaining to the housing of animals.

Will this structure house any animals? Yes No

Signature: _____

Date: _____

O.C.G.A. 50-36-1(e)(2) Affidavit

By executing this affidavit under oath, as an applicant for a Permit or License, as referenced in O.C.G.A. 50-36-1, from Rockdale County, the undersigned applicant verifies one of the following with respect to my application for a public benefit:

- I am a United States citizen.
- I am a legal permanent resident of the United States.
- I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency.

My alien number issued by the Department of Homeland Security or other federal immigration agency is: _____

**** Wait to be in front of the notary before signing ****

_____, the undersigned applicant also hereby verifies that he or she is 18 years of age or older and has provided at least one secure and verifiable document, as required by O.C.G.A. 50-36-1(e)(1), with this affidavit.

The secure and verifiable document provided with this affidavit can best be classified as:

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of O.C.G.A. 16-10-20, and face criminal penalties as allowed by such criminal statute.

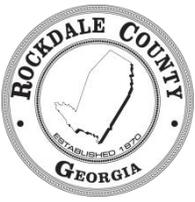
Executed in Conyers, Georgia, this _____ day of _____, 20_____ .

Notary Public signature

Applicant signature

GA Registration No. and expiration date

Seal:



ROCKDALE COUNTY PLANNING AND DEVELOPMENT
SUB-CONTRACTOR AFFIDAVIT
(State card required)

Copies of State cards and business licenses are required *before* the final inspection is performed.

Master permit number:	Date issued:
Address of project:	
Contractor or owner:	

ELECTRICAL CONTRACTOR: Restricted Non-restricted

Company or contractor:	
Address:	
Phone:	
State card No.:	County business license No.:
Card holder signature:	_____

MASTER PLUMBER: Restricted Non-restricted

Company or contractor:	
Address:	
Phone:	
State card No.:	County business license No.:
Card holder signature:	_____

CONDITIONED AIR: Restricted Non-restricted

Company or contractor:	
Address:	
Phone:	
State card No.:	County business license No.:
Card holder signature:	_____

LOW-VOLTAGE: Restricted Non-restricted

Company or contractor:	
Address:	
Phone:	
State card No.:	County business license No.:
Card holder signature:	_____

I do understand that I am responsible for each required licensed contractor to obtain a business license in Rockdale County. Any false information or representation will be prosecuted under all applicable laws and ordinances.

Master permit holder signature: _____ Date: _____