



Rome/Floyd County Building Inspection Department Check List for Single Family Dwelling Remodel/Addition.

We cannot accept or review any application until all items are provided

Zoning Verification

This form states the required setbacks for properties located in Rome & Floyd County. The Zoning Office is located @ 607 Broad Street, 706-236-4675 or 236-5025.

Site Plan/Erosion Control Plan

You are required to submit a site plan to show that the selected site complies with provisions of the standard building code. The location of the proposed dwelling must be outlined on the site plan. Also required are setbacks, sediment barriers, and construction entrance locations.

Septic Tank

If you are application is for an addition and your home is connected to a septic tank, you must provide us with a certificate from the Floyd County Health Department located @ 16 E. 12th Street, 706-295-6316, that the existing septic tank will be support the addition.

EMAIL TO: jfranks@romea.us & sroberson@romea.us

Electrical, Plumbing, & HVAC permits must be purchased separately for remodels & additions

Rome/Floyd County Building Inspection Department
Single Family Dwellings Remodel/Addition

DATE: _____

PROJECT ADDRESS: _____

ADDITION: REMODEL:

ADDITION DIMENSIONS (Overall): _____ x _____

JOB DESCRIPTION:

JOB COST: _____

PROPERTY OWNER INFORMATION:

NAME: _____

ADDRESS: _____

CELL PHONE: _____

EMAIL: _____

CONTRACTOR INFORMATION:

NAME: _____

ADDRESS: _____

CELL PHONE: _____

EMAIL: _____

Rome/Floyd County Building Inspection Department 1&2 Family Dwellings Inspection Procedures:

1. Footing Inspection – Prior to concrete placement.
2. Underslab Plumbing Inspection – Test required.
3. Slab Inspection – Prior to concrete placement.
4. Basement Wall Inspection – Prior to concrete placement.
5. Foundation Inspection – Prior to framing.
6. Floor Joist Inspection
7. Sheathing Inspection – Prior to siding
8. Rough-In Inspections – PLG, electrical, HVAC, gas lines, fireplaces.
9. Framing Inspection – After or concurrent with rough-ins.
10. Electrical Meter Inspection – for service.
11. Gas Inspection – for service.
12. Final Inspections – Concurrently for Certificate of Occupancy.

Policies Regarding Inspections:

1. All inspections require a minimum of 24-hour notice.
2. All inspections shall be scheduled through the Building Inspection office.
3. When calling in your inspection, you must have the address, permit number, and type of inspection before your inspection is scheduled.
4. Appointments may be scheduled by the inspector after an inspection has been assigned to the inspector and as their schedule will allow. Consideration is given to time sensitive inspections such as electrical changer-overs, footings, slabs, etc.
5. No inspection will be made if erosion control measures are not in place and acceptable. (Re-inspection fee will be required).

Re-inspection fees are currently \$60.00

Rome/Floyd County Building Inspection Department
Required Minimum Building Plans: Single Family Dwelling

Site Plan (Plot Plan)

1. Property Boundary Lines and Adjacent Public Ways (roads, waterways, railways, etc.).
2. Adjacent Property Owners and Uses.
3. Existing Structures and Easements.
4. Location of Proposed Improvements and Minimum Setbacks.
5. Flood Plain Areas; if applicable.