



## Land Disturbance Permit Application & Checklist

### LAND DISTURBANCE PERMIT APPLICATION

#### Type of Project:

#### Description of Proposed Development:

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#### Project Information:

Name of Development		# of Lots	
Property Address	City	State	Zip Code
Property /Map Number	Zoning	Total Acreage	Disturbed Acreage
Owner of Record (Company/Individual)			
Owner Address	City	State	Zip Code

#### Applicant Information:

Applicant Name			
Company			
Address	City	State	Zip Code
Phone	Cell Phone	Email	

Contractor			
Address	City	State	Zip Code
Phone	GSWCC CERT #		
Email			

**Land Disturbance Permit Fees**

Plan review fee.....\$50.00  
 Permit fee.....\$175.00 + \$25.00 an acre (disturbed)

**Soil Erosion Fees**

- Permit Fee:
- COST OF JOB (per cubic yard)
- < 51 \$68.00
  - 51 - 100 \$80.00
  - 101 - 1000 (fee plus \$8 for each additional 100 cu. yds.) \$125.00
  - 1001 - 10,000 (fee plus \$7 for each additional 1,000 cu. yds.) \$251.00
  - 10,001 - 100,000 (fee plus \$32 for each additional 10,000 cu. yds.) \$398.00
  - >100,001 (fee plus \$17.50 for each additional 10,000 cu. yds.) \$1,063.00

**Six hard copies and one digital pdf copy of the plans will need to be submitted.**

The undersigned, upon oath, states that the above information is true and correct, understands that the Permit issued is only for work as stated. This permit is granted on the express condition that the said construction shall, in all respects, conform to the ordinances of this jurisdiction including the zoning ordinance, regulating the construction and use of buildings, and may be revoked at any time upon violation of any provisions of said ordinances. Construction will begin no later than six months from the issue date of the permit. If any information is found to be false or misrepresented, the permit will be deemed invalid. I agree to indemnify and hold the city harmless from all damages, demands or expenses of every character which may in any manner be caused by construction and/or the structure.

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Applicant Signature
Date

This packet contains the information required to submit plans for a Land Disturbance permit for residential and non-residential projects. Other department or agencies approvals may be necessary.

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**Contact:**

Building Inspection.....	706-236-4481
City Engineer, Aaron Carroll.....	706-378-3846
County Engineer, Mark Welsh.....	706-236-2474
Planning/Zoning, Brice Wood.....	706-236-5022
Fire Marshall, Mary-Catherine Chewning.....	706-236-4500
Asst. County Utilities Director, Tim Shuler.....	706-291-5130
Floyd County Health Dept.....	706-295-6316

**\*\*WE CAN NOT ACCEPT ANY APPLICATION UNTIL ALL ITEMS ARE PROVIDED\*\***

## Rome/Floyd County Unified Development Plan Checklist

### 1. SITE PLAN REQUIREMENT CHECKLIST

- Proposed name of development.
- Name and address of the property owner and developer
- Name, address, and telephone number of the applicant.
- Date of survey, north point and graphic scale, source of datum, date of plan drawing, and revision dates, as appropriate
- Proposed use of the property
- Location (Land District and Land Lot) and size of the property in acres (or in square feet if less than an acre)
- Location sketch of the property in relation to the surrounding area with regard to well known landmarks such as arterial streets, railroads, or others. Sketches may be drawn in freehand and at a scale sufficient to show clearly the information required, not less than 1 inch equal to 2,000 feet. U.S. Geological Survey maps may be used as a reference guide for the location sketch.
- Zoning district classification of the subject property and all adjacent properties, and zoning district boundaries as appropriate.
- Delineation of required buffers, landscape areas, tree protection areas, and river corridor buffers, as applicable. Properties within 200 feet of the banks of the Etowah, Oostanaula or Coosa River require approval by the River Overlay District Committee.
- Rezoning or conditional use application number, date of approval, and conditions of approval, as applicable. Variances obtained on the property by application number, date of approval, and conditions of approval, as applicable.
- Recorded deed names of adjoining property owners.
- Natural features within, affecting or affected by the property, including wetlands, drainage channels, bodies of water, wooded areas and other significant natural features such as rock outcroppings. On all watercourses entering or leaving the property, the direction of flow shall be indicated. The 100-year flood plain and wetlands, if any shall be outlined. The location of the site within a protected groundwater recharge area shall be noted if applicable.
- Man-made features within and adjacent to the property, including street right-of-way and pavement widths, names of existing streets, all easements, city and county political boundary lines, and other significant information such as location and dimensions of bridges, utility lines, existing buildings to remain, and other features.

- The proposed project layout including: For multi-family and nonresidential development site plans, the outline and location of all buildings, and the location of all minimum building setback lines, outdoor storage areas, buffers, parking areas, driveways, curb cuts, and designated fire lanes.
- The proposed phasing of the development if it is proposed to be built in sections.
- A statement as to the source of domestic water supply.
- A statement as to the provision for sanitary sewage disposal. For those properties that will not be served by a public sanitary sewerage system, written approval by the Floyd County Health Department shall be submitted.
- The approximate location of proposed storm water detention facilities.

Note: Additional information as may be reasonably required to permit an adequate evaluation of the development activity proposed in the application.

## 2. EVIDENCE OF PROJECT APPROVAL

Each site plan shall carry the following certificates printed or stamped on the plat.

- Signed approval from the County Health Department (if septic tanks will be allowed by the Governing Body).
- Certificate of Project Approval, to read as follows:

**CERTIFICATE OF PROJECT APPROVAL**  
 All applicable requirements of the Rome-Floyd County Unified Land Development Code relative to the project approval having been fulfilled, approval is hereby granted by the Rome-Floyd County Building Inspection Department, subject to further compliance with all provisions of said Development Code.

\_\_\_\_\_  
 Chief Building Inspector

Date \_\_\_\_\_

This "Certificate of Project Approval" shall expire 6 months from the date of approval if a Development Permit has been issued but development activity has not been commenced.

### 3. DEVELOPMENT PLANS

#### GENERAL REQUIREMENTS

a. Persons seeking to undertake development activity shall not commence or proceed until development plans are approved and the Chief Building Inspector issues a Development Permit. The process for approval of a development permit is presented in Section 2.5 below.

b. The development plans for a project shall conform in all respects with the requirements of this Development Code, and shall contain each of the plans in this Section as appropriate to the project, including:

- Erosion and Sediment Control and Pollution Prevention Plan with ESCPP checklist.
- Grading Plan
- Stormwater Management Plan (New impervious areas greater than 5,000 sq. ft. require water quality analysis and treatment best management practices.
- Street Improvement Plan
- Buffer/Landscaping/Tree Conservation Plan
- Public Utility Plan

**Please Note: A professional engineer, land surveyor, or landscape architect registered to practice in the State of Georgia may prepare the site plan.**

Questions concerning land development plan requirements and permitting may be directed to:

Nathan Campbell or James Martin  
607 Broad Street  
Rome, Georgia 30161  
706-236-4481  
Email: [ncampbell@romega.us](mailto:ncampbell@romega.us) or [jmartin@romega.us](mailto:jmartin@romega.us)

Pre-submittal meetings with plan review staff are encouraged during the site design process and may be scheduled by phone or email at the above contact. Review comments and or permits are normally made available within 14 days of the date of submittal. Please be aware that projects with greater than 1 acre of disturbed area, also require submittal of a Notice of Intent (NOI) for Stormwater Permit Coverage under Georgia General Permits GAR100001, 100002, 100003 for discharges associated with construction activities.