



ROCKDALE COUNTY STORMWATER LAND DISTURBANCE PERMIT SUBMITTAL

LDP Application	
☐	Commercial Application
☐	Subdivision Application
Submit All Documents Listed	
✓	Documents List
	GSWCC Level 2 Design Professional Cert. (Tan Card)
	GSWCC Level 1A Cert. (Blue Card)
	Stamped Civil Site Plan Digital
	Environmental Health Approval required for all septic lots
	Plan Review Checklist (all departments)
	Tax Commissioner Certification Form (page #11)
	Property Owner Affidavit (if applicable)
	Flood Plain Permit (if applicable)
	FEMA Elevation Certificate (if necessary)
	Email addresses (pre-construction meetings)
	3-Phase Erosion and Sedimentation Control Plan or description (on-site plans)
	Verification that the lot is a legal lot of record (Provide the Preliminary plat or final plat)
	If there are multiple parcel numbers, verify all lots have been combined.
	Notice of Intent (NOI)- (Approved NOI from EPD prior to issuance of Land Disturbance Permit.
	Application and Review Fees (see fee schedule)
	Performance Bond Required prior to scheduling Pre-Construction Meeting
	\$100 For Every Plan Review After the Second Review
	*All documents must be digital. All scanned documents that are not legible will be rejected.

- The civil site plans will be distributed by the Department of Stormwater Management to the appropriate departments for review.
- **All comments are distributed via email to the Design Professionals two weeks from the submittal date.**
- **Mandatory \$100 plan review fee for the third plan review submittal.**
- All developments proposing 1 acre of disturbance or more must provide the following:

- Adhere to the Environmental Protection Division (EPD) & Georgia Soil and Water Conservation Commission (GSWCC) regulations.
- Provide the approved Notice of Intent (NOI) including the GAR Permit Number and Expiration Date (**Do not submit the NOI application to Rockdale County**).
- Submit NPDES fees:
 - \$40 per disturbed acre to EPD. Provide the EPD GEOS receipt to Rockdale County.
 - Pay the \$40 per disturbed acre to Rockdale County's Department of Stormwater Management.

Rockdale County contact information:

1119 West Avenue, Conyers, GA 30012	
P.O. Box 1495, Conyers, GA 30012	Monday through Friday, 8:00am to 5:00pm
Email: rcsw.review@rockdalecountyga.gov	Phone: 770 278-7120

**ROCKDALE COUNTY STORMWATER MANAGEMENT
LAND DISTURBANCE PERMIT CHECKLIST**
(Page 1 of 2)

Project name:
Property address:
Developer name:
Design professional:

Submittals:

- ☐ Concept Plan Meeting with Planning & Development.
- ☐ Digital site plans and hydro report.
- ☐ Runoff Reduction Determination of Infeasibility Report.
- ☐ Linear Feasibility Report.
- ☐ Approval from Georgia Department of Transportation (if applicable)
- ☐ Include Approved, Signed, Preliminary Plat.
- ☐ Tax parcel ID # (Tax Map Page + Section + Parcel #)
- ☐ Stormwater Design Certificate.
- ☐ Annotated Checklist for Rockdale County's Plan Review Departments
- ☐ Show dumpster location. Minimum 10' x 10' concrete pad required. Minimum 12' x 12' inside dimension, if the enclosure is desired.
- ☐ All sheets of plans must be sealed by a professional engineer or landscape architect currently registered in the State of Georgia.
- ☐ **Note on plan:** "Any Rockdale County infrastructure or property damaged during, or as a result of, construction of this project will be repaired or replaced to the satisfaction of Rockdale County."
[This includes, for example (but is not limited to) paving, curb, curb/gutter, shoulders, ditches, storm drainage pipes or structures; signs, water distribution lines or appurtenances, water treatment facilities, fire hydrants, valves, meters; wastewater sanitary sewer), collection lines or appurtenances, manholes or other structures, force mains, pump stations or appurtenances; landscaping or plant materials, including mulch, grassing, shrubbery, trees; structures of any nature, including fencing.]

LAND DISTURBANCE PERMIT CHECKLIST
(Page 2 of 2)

Tree Preservation and Replacement

- ☐ See the enclosed checklist for ROCKDALE VEGETATION PROTECTION AND REPLACEMENT (VPR) CHECKLIST

Zoning

- ☐ Show zoning district, re-zoning case #, and list conditions of the property and all adjoining parcels, if applicable.
- ☐ Show Board of Appeals or Administrative Variance case # and conditions, if applicable.
- ☐ Show the floor area of buildings with a breakdown for each type of use for nonresidential development.
- ☐ Show required and proposed building setbacks.
- ☐ Show total parking provided and parking required per UDO Ch. 222.
- ☐ Show required buffer areas and type of buffer.
- ☐ **For property zoned Watershed Protection (WP):**
Note on plat: “All site development shall adhere to Rockdale County’s “Big Haynes Creek Watershed Protection Zoning District” ordinance Section 130-7.”
- ☐ **Note on plat for reservoir buffer:**” The land area extending outward for a distance of 150 feet from the normal pool elevation (735 feet means sea level) of Randy Poynter Lake is zoned WP subzone W-RB and is subject to County regulations prohibiting land-disturbance and other activities. Said land area also is subject to an undisturbed water protection conservation and flood easement in favor of Rockdale County, Georgia, recorded at Deed Book _____, Page _____. Additional Rockdale County and State restrictions also apply.”

Utilities

- ☐ See the enclosed checklist for ROCKDALE WATER RESOURCES.
- ☐ See the enclosed checklist for ROCKDALE COUNTY FIRE DEPARTMENT.

Erosion and Sediment Control

- ☐ See enclosed EROSION AND SEDIMENTATION CONTROL CHECKLIST.

Grading and Drainage, Stormwater Management

- ☐ See enclosed STORMWATER MANAGEMENT CHECKLIST.

Transportation

- ☐ See enclosed TRANSPORTATION CHECKLIST.



PROJECT DESCRIPTION FORM

(Please bring at least 2 copies of the concept plan to the scheduled meeting)

Property Address:	
Project Description:	
<u>Zoning:</u>	<u>Land Lot:</u>
<u>District:</u>	<u>Parcel ID #:</u>
Owner:	
<u>Name:</u>	
<u>Address:</u>	
<u>Phone:</u>	
<u>Email:</u>	
Developer:	
<u>Name:</u>	
<u>Address:</u>	
<u>Phone:</u>	
<u>Email:</u>	
Design Professional:	
<u>Name:</u>	
<u>Address:</u>	
<u>Phone:</u>	
<u>Email:</u>	



ROCKDALE COUNTY STORMWATER MANAGEMENT DEVELOPMENT PERMIT APPLICATION

Project name:			
Property Address:			
Project Description:			
		Total Impervious:	
Total Acreage		Acreage Disturbed:	
Number of Lots:		Parcel ID #:	
Sewer ☐	Septic Tank ☐	Well ☐	
Owner:			
Name:			
Address:			
Phone #:			
E-Mail:			
Developer:			
Name:			
Address:			
Phone #:			
E-Mail:			
Design Professional:			
Name:			
Address:			
Phone #:			
E-Mail:			

**ROCKDALE COUNTY
DEVELOPMENT PERMIT APPLICATION**

The applicant shall be responsible from the date of this permit or from the time of the beginning of the first work, whichever shall be earlier, for any injury or damage of any kind resulting from this work, whether for basic services or additional services, persons, or property. The applicant shall exonerate, indemnify and save harmless the County from and against all claims or actions, and all expenses incidental to the defense of any such claims, litigation, and actions based upon or arising out of damage or injury (including death) to persons or property caused by or sustained in connection with the performances of this permit or by conditions created thereby or arising out of or any way connected with the acquisition of and construction under the permit and shall assume and pay for, without cost to the County, the defense of any and all claims, litigations, and actions, suffered through any act or omission of the applicant or any sub-contractor or anyone directly employed under the supervision of any of them.

I HEREBY CERTIFY THAT I HAVE EXAMINED AND UNDERSTAND ALL THE INFORMATION ON THIS APPLICATION AND THAT THE ABOVE STATEMENTS AND INFORMATION SUPPLIED BY ME ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING WORK TO BE PERFORMED SHALL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT.

Signature of applicant: _____

Date:

Company: _____

Address: _____



DESIGN CERTIFICATE AS BUILT DETENTION FACILITY

I, the undersigned, a Registered Engineer / Landscape Architect in the State of Georgia, hereby certify that the Detention Facility ("Facilities") for the project known as

[Click here to enter text.](#)

lying in Land Lot [Click here to enter text.](#) of the [Click here to enter text.](#) District, Rockdale County, Georgia (has) (have) been constructed according to approved plans and specifications in accordance with Rockdale County requirements, inclusive of Rockdale County Unified Development Ordinance, Chapter 310.

This the [Click here to enter text.](#) day of [Click here to enter text.](#) 20 [Click here to enter text.](#)

Notary Public

GA Registration No. and expiration date:

[Click here to enter text.](#)

Seal:

Registered Engineer or Landscape Architect

GA License No. and expiration date:

[Click here to enter text.](#)



STORM WATER DESIGN CERTIFICATION

This Certification given this [Click here to enter text.](#) day of [Click here to enter text.](#), 20[Click here to enter text.](#), by [Click here to enter text.](#), hereinafter referred to as “Registered Engineer” or “Landscape Architect” to Rockdale County, Georgia.

WHEREAS, Rockdale County, Georgia has passed a Storm Water Management Ordinance, being Rockdale County Unified Development Ordinance Chapter 310, and

WHEREAS, the Registered Engineer / Landscape Architect has been hired to design Plans and Specifications for the development of certain properties located in Rockdale County, Georgia; and

WHEREAS the Registered Engineer / Landscape Architect desires to have Rockdale County, Georgia approve said Plans and Specifications.

NOW THEREFORE, for and in consideration of said approval by Rockdale County, Georgia, the Registered Engineer / Landscape Architect hereby represents and certifies that said Plans and Specifications as presented to Rockdale County, Georgia in the development of the property are identified as [Click here to enter text.](#), (“Project”) Land Lot [Click here to enter text.](#), District [Click here to enter text.](#), Rockdale County, Georgia, dated [Click here to enter text.](#), and certifies that said Plans and Specifications as presented meet all requirements of Rockdale County Unified Development Ordinance Chapter 310 for stormwater management.

The undersigned Registered Engineer / Landscape Architect makes this certification and representation with the knowledge that Rockdale County, Georgia shall rely upon this certification and representation in approving said Plans and Specifications for the development of property in Rockdale County, Georgia.

This the [Click here to enter text.](#) day of [Click here to enter text.](#) 20[Click here to enter text.](#)

Notary Public

GA Registration No. and expiration date:

[Click here to enter text.](#)

Seal:

Registered Engineer or Landscape Architect

GA License No. and expiration date:

[Click here to enter text.](#)

REQUIRED PRE-CONSTRUCTION CONFERENCE

The following people MUST attend the pre-construction conference for the issuance of a Land Disturbance Permit (email rcsw.review@rockdalecountyga.gov to schedule a pre-con meeting).

- Owner/Owner Representative
- General Contractor/Developer
- Design Professional

Rockdale County staff:

- Development Inspectors
- Arborist and Forester
- Stormwater Engineer
- RWR Staff
- Fire Dept. Staff
- P&D Staff
- RDOT Staff

The following documents are required to be submitted to Stormwater Dept. prior to the pre-construction conference:

- Eight (8) full size Stamped Approved Construction Plans and two (2) Hydrology Reports by Design Professional
- All Fee's for Land Disturbance Activities
- Performance Bond (if applicable)

NOTE: Construction drawings should provide sufficient information and detail for the project to be constructed by a competent contractor. If there are unanswered construction questions or issues that require plan revisions, the Inspector will make the decision as to whether or not the permit will be issued. Changes to the approved plans must be either (1) marked in red on all sets of approved drawings, or (2) revised by the engineer on the construction drawings for re-issuance of approved, stamped plans and LDP.



AD VALOREN TAX STATEMENT

UDO Sections 302-44 (b), 302-61 (b)(11), 302-62 (b)(9)

Date: [Click here to enter a date.](#)

Project Name: [Click here to enter text.](#)

Project Address: [Click here to enter text.](#)

Tax Parcel ID #: [Click here to enter text.](#)

Property Owner: [Click here to enter text.](#)

Owner Address: [Click here to enter text.](#)

Phone Number: [Click here to enter text.](#)

This certifies that all ad valorem taxes currently levied against the above property are paid.

Certified by Rockdale County Stormwater Staff



PROPERTY OWNER AFFIDAVIT

Notice: This form must be signed and submitted to the Stormwater Management Department before a Land Disturbance Permit is issued if the property owner isn't present to sign in person or if a representative is signing on his or her behalf.

By executing this affidavit, the undersigned will serve as the owner's representative for the Land Disturbance Permit.

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

Signed:

Property Owner

Print Name:

Authorized Representative

Notary Public:

State of Georgia

County of _____

Sworn and subscribed before me this

_____ day of _____ 20_____



ROCKDALE COUNTY – LOCAL ISSUING AUTHORITY
NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM
GEORGIA DEPT. OF NATURAL RESOURCES - EPD

Make payment to:
Rockdale County – Department of Stormwater Management

Primary Permittee: [Click here to enter text.](#)

Project Name: [Click here to enter text.](#)

Address: [Click here to enter text.](#)

Project Address: [Click here to enter text.](#)

[Click here to enter text.](#)

County: [Click here to enter text.](#)

[Click here to enter text.](#)

City: [Click here to enter text.](#)

Acres Disturbed in an area with a local issuing authority:

[Click here to enter text.](#) x \$40 per acre = \$[Click here to enter text.](#)

TOTAL FEE SUBMITTED = \$ [Click here to enter text.](#)

Check Number: [Click here to enter text.](#)

Submitted By:

Signature: _____

Date: _____

Print Name: [Click here to enter text.](#)

Title: [Click here to enter text.](#)

ATTACH CHECK HERE

VOID IF SUBMITTED WITHOUT PAYMENT

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 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 another federal immigration agency.

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

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

Enter applicant name here, 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

GA Registration No. and expiration date:

Applicant signature

Seal: