



Residential Single Family - CHECKLIST

STORMWATER MANAGEMENT			
Page#	General Information	Comments by Plan Preparer	Comments by Plan Reviewer
	Common address and legal description.	☐	☐
	Vicinity map.	☐	☐
	Show graphic scale and North arrow	☐	☐
	Verify site plans with referenced final plat and applicable flood maps	☐	☐
	Design professional's seal, signature, address, and telephone number on all plans.	☐	☐
	24-hour contact name and telephone number.	☐	☐
	Identification of benchmarks used.	☐	☐
	Provide plat book and page.	☐	☐
	Provide the approved Notice of Intent (NOI). NOI must state the approved permit number and expiration date. The NOI application will not be accepted. (If applicable)	☐	☐
	Revise final plat prior to issuance of Certificate of Occupancy. (If applicable)	☐	☐
	Provide the total limits of disturbance in acres.	☐	☐
	Provide cut/fill volumes	☐	☐
	Provide the total amount of existing and proposed impervious area (including replacement impervious) in square feet. Provide Stormwater Management for lots greater than 5,000 SF.	☐	☐
	"Select appropriate Floodplain Note(s). Either select Note A or B and select notes C and D as applicable. A. There is no floodplain on this property from a water course with a drainage area exceeding 100 acres or floodplain per FIRM Panel [redacted] dated [redacted]. B. Floodplain on this property from all water courses with a drainage area exceeding 100 acres is shown. C. Floodplain shown is from FIRM panel [redacted] dated _____. D. Floodplain shown is from Floodplain study titled [redacted] by [redacted] dated _____. Study was done as a part of project number XX-XXXXXX.	☐	☐

	"Select appropriate wetlands note(s). Select either A or B if wetlands are being disturbed on the site select Note C. A. There are no wetlands being disturbed on this site. B. All wetlands to be disturbed are delineated on this site. C. The wetlands are being disturbed in accordance with permit [REDACTED].	☐	☐
	"Select appropriate state waters note(s). Select either A or B and if a state waters buffer is being disturbed on the site select Note C. A. There are no stream buffers on this property. B. A 50-foot undisturbed buffer and a 75-foot impervious setback shall be maintained adjacent to all streams. C. Stream buffer variance number [REDACTED] was obtained to work in buffer as shown. D. Delineate 25-foot undisturbed buffers of state waters and 50-foot buffers along designated streams from wrested point of vegetation. E. Delineate 75-foot undisturbed buffers of state waters from wrested point of vegetation.	☐	☐
	Wetland certification: The design professional, whose seal appears hereon, certifies the following: 1) The National Wetland Inventory maps have been consulted; and, 2) The appropriate plan sheet [] does / [] does not (circle appropriate box) indicate areas of united states army corps of engineers jurisdictional wetlands as shown on the maps; and, 3) If wetlands are indicated, the land owner or developer has been advised that land disturbance of protected wetlands shall not occur unless the appropriate federal wetlands alteration ("section 404") permit has been obtained.	☐	☐
	Source of topography is [REDACTED] and reference datum is. (i.e., NGVD 1929, Mean Sea Level, etc.)	☐	☐
	Variance from Rockdale County required for encroachment in 50-ft and 75-ft State Water Buffer.	☐	☐
	Variance from GA E.P.D. required for encroachment in 25-ft State Water Buffer	☐	☐
	Show adjoining structures with zoning and ownership information.	☐	☐
	Show all setback lines/comply with setback averaging if applicable.	☐	☐
	Show all other proposed structures/surfaces, sidewalks, steps, decks, and porches.	☐	☐
	Total wetland acres on site are [REDACTED].	☐	☐
	Scaled drawing showing the location of all existing topography, utilities, impervious surfaces, wooded areas, stormwater facilities, wetlands, State Waters, stream buffers, setbacks, and floodplain.	☐	☐
	Show existing tress 6" and greater.	☐	☐
	Provide all the leach field limits. Leach field limits must be included within the total limits of disturbance. Leach fields must be shown outside of all drainage easements and stream buffers. All future locations must be located outside of stream buffers.	☐	☐

Grading Plan			
	Show existing stormwater conveyances and structural control facilities.	☐	☐
	Show location and information for all storm pipes, storm drain structures, all utilities, and easements on site and in R/W.	☐	☐
	Show all proposed utilities, drainage structures, irrigation systems.	☐	☐
	Number all pipes and structures on plan. & Label structures as SWCB, DWCB, DI, WI, JB, HW, & FES (SHOW THE SAME ON THE PIPE PROFILES).	☐	☐
	Show location of: dumpsters, material storage and stockpile areas.	☐	☐
	Show elevation inside of proposed contour lines.	☐	☐
	Show topography at a 2' contour interval or less.	☐	☐
	Show proposed driveway location, spot elevations, and indicate slope percentage, not to exceed 20%. Show % slope at top/bottom driveway landings.	☐	☐
	Provide existing topography and sufficient contours on adjacent properties to determine drainage patterns	☐	☐
	Show drainage easement on pipes consistent with table in the Rockdale County's ordinance Sec. 332-16.	☐	☐
	Provide spot elevations for high points. 3:1 slope max. Grade to drain away from foundation – 2% min. Can not adversely affect existing drainage patterns at property lines.	☐	☐
	Show 100-year ponding limit and elevation above inlets and provide a well-defined contour around the inlet to provide proper drainage.	☐	☐
	Show regulatory and 100-year floodplain contour, elevation and floodway limits and indicate information source.	☐	☐
	Provide the 100-year ponding elevation of the detention pond & provide a callout.	☐	☐
	Provide the top and bottom elevation of all retaining/foundation wall. Indicate wall type and address surface drainage. Retaining walls over 30" require safety restraints. Retaining walls 4-ft in height or greater requires certification from Structural Engineer. Retaining walls must be off property line half the distance of the building setback line. Provide engineered plan if required.	☐	☐
	Indicate finish floor elevation, garage finish floor, and basement finish floor elevation FOR ALL LOTS on plans. Indicate if the lots are slab on grade or basement lots. All portions of the building structure, including crawl space shall not be less than 3-ft above flood elevation	☐	☐
Soil Erosion and Sedimentation Control Plans			
	Must submit Erosion, Sedimentation & Pollution Control Plans. Include checklist on plans. Plan shall conform to the design guidelines in the 2016 Manual for Erosion and Sediment Control in Georgia and the Rockdale County Soil Erosion and Sedimentation Control Ordinance Chapter 306. * Applies to lots 1 acre or more or Tertiary lots.	☐	☐

	Erosion control maps, drawings, and supportive computations shall bear the signature, date of signature, and seal of a registered or certified professional in engineering, architecture, landscape architecture, land surveying, or erosion and sediment control.	☐	☐
	Show site specific erosion controls to protect offsite properties, tree save areas, undisturbed creek buffers, and flood plain from sedimentation per Manual for Erosion and Sediment Control in Georgia.	☐	☐
	Location and boundaries of natural feature protection and conservation areas such as wetlands, lakes, ponds, and other setbacks. (stream buffers, drinking water well setbacks, septic setbacks, etc.)	☐	☐
	Show the erosion and sediment control measures on the plan using the uniform coding symbols from Chapter 6 of the Manual for Erosion and Sediment Control in Georgia.	☐	☐
	Any work proposed in the stream bed will require authorization from the US Army Corps of Engineers.	☐	☐
	Rockdale County will not issue a land disturbance permit until we receive documentation from the Corps of Engineers that an Individual Permit or a Letter of Permission authorizes the proposed encroachment in wetland areas. If the encroachment is authorized under a Nationwide Permit, we must receive documentation from the applicant's engineer about which Nationwide Permit is applicable and why the encroachment meets the conditions of that Nationwide permit. We also must receive a copy of the approved PCN letter from the Corps of Engineers, if applicable.	☐	☐
	Provide the GSWCC Level 2 Design Pro Cert. & include the expiration date.	☐	☐
	Provide the disturbed area stabilization BMP details & planting and fertilizing information-DS1, DS2, DS3, and DS4.	☐	☐
	Provide inlet sediment traps (Sd2) as needed for all inlets near or on the property.	☐	☐
	Provide a construction exit (Co).	☐	☐
	Provide slope stabilization (ss) for all required slopes. Provide the slope stabilization product	☐	☐
	Provide sediment barriers (Sd1). Provide sd1-s if there are stormwater features located on the lot or near the lot. -add double row.	☐	☐
	Specify the exact type of BMP, use the correct BMP code, and provide the updated BMP details per the GSWCC Manual. Remove all details that are not proposed.	☐	☐
	Provide all the NPDES permit notes as required for Tertiary Permittee. See GAR 100003-Common Development.	☐	☐
	Provide the required sediment storage calculations. (in cubic yards)	☐	☐
Stormwater Management Report (if Applicable)			
	Mandated Model Ordinance requires 100% Runoff Reduction. See Rockdale County's Ordinance Sec. 310-36. Provide a runoff reduction infeasibility report if the requirements are not meet. See Rockdale County's website under the Stormwater Management Department for the report	☐	☐
	Provide Downstream receiving conveyance velocity summary sheet	☐	☐
	Provide curve number summary sheet	☐	☐

	Provide time of concentration summary sheet	☐	☐
	Hydrograph comparisons for the 1, 2, 5, 10, 25, 50 and 100-year storms for both the downstream property line study point and the point where the drainage basin equals 10 times the project area.	☐	☐
	Provide the 24-hour rainfall depths for the 1, 2, 5, 10, 25, 50 and 100-year design storms. Rainfall values can be obtained from NOAA Atlas 14	☐	☐
	Provide a table that summarizes land use distribution for each drainage basin shown on the pre-developed drainage maps in the Stormwater Management Report.	☐	☐
	Provide a map of all drainage areas. Show how run-off will be directed to water quality feature.	☐	☐
	Show calculations for Pre and Post build stormwater runoff conditions. Provide stormwater management plan.	☐	☐
	Show location, calculations, and details for BMP design/installation/maintenance.	☐	☐
	Refer to manufacture's design Georgia Storm Water Management Manual Vol. II/Development Review Tool for information, detail, guidelines and design specifications.	☐	☐
	Infiltration trenches shall be a minimum of 10-ft from the property line and 25-ft from the foundation. Other water quality BMPs shall be a minimum of 10-ft from the foundation. Provide a positive slope away from the foundation.	☐	☐
	Verify that overflow from water quality BMPs shall not adversely affect adjacent properties.	☐	☐
	Verify all collected water is being directed to SWM BMPs.	☐	☐
	No SWM BMP is allowed in undisturbed stream buffers or tree save/critical root zone.	☐	☐
Floodplain Review- Only use if Floodplain is located on Property			
	All locations with FEMA floodplain and/or Rockdale County's future floodplain located on the lot must submit a FEMA Elevations Certificate prior to the issuance of the Building Permit.	☐	☐
	An easement of 5-ft exists along the Intermediate Regional Flood Plain (IRF).	☐	☐
	Land Disturbance is prohibited within IRF.	☐	☐
	Per Rockdale County's Ordinance Sec. 320-3. Permit Procedures and Requirements: No owner or developer shall perform any development activities on a site where an area of special flood hazard, or area of future-conditions, flood hazard is located without first meeting the requirements of this chapter prior to commencing the proposed activity.	☐	☐
	An application for a development project with any area of special flood hazard or area of future-conditions flood hazard located on the site shall include a floodplain management/flood damage prevention plan.	☐	☐
	The Floodplain Management/Flood Damage Prevention plan. The plan shall include all items listed in Ordinance Sec. 320-3 (b).	☐	☐
	For all new construction and substantial improvements on sites with a Floodplain Management/Flood Damage Prevention plan. The permit holder shall provide to the Floodplain Manager a certified As-Built	☐	☐

	Elevation Certificate or Floodproofing Certificate for nonresidential construction including the lowest floor elevation or floodproofing level immediately after the lowest floor or floodproofing is completed. A Final Elevation Certificate shall be provided after completion of construction including final grading of the site. Any lowest floor certification made relative to mean sea level shall be prepared by or under the direct supervision of a licensed land surveyor or professional engineer and certified by same. When floodproofing is utilized for nonresidential structures, said certification shall be prepared by or under the direct supervision of a licensed professional engineer or architect and certified by same using the FEMA floodproofing certificate. This certification shall also include the design and operation/maintenance plan to assure continued viability of the floodproofing measures.		
	All questions and/or concerns regarding floodplain information please contact the Certified Floodplain Manager.	☐	☐
TREE PRESERVATION			
	Show all specimen trees.	☐	☐
	Indicate preserved and removed trees.	☐	☐
	Show tree protection fencing and erosion control to protect critical root zones.	☐	☐
	Show preservation calculation: 120" of existing trees per acre -OR- 25% of existing # of trees onsite. ○ Do not count trees or acreage in creek buffer/flood plain in calculation.	☐	☐
	Show calculation to provide 15 density units per acre. ○ Refer to Rockdale County Tree Ordinance Administration Standards	☐	☐
	Show and protect entire critical root zones of all trees included in preservation calculation.	☐	☐
	Show required front yard trees.	☐	☐
	Can not impact or remove specimen trees without authorization.	☐	☐
	Show details for tree protection fencing.	☐	☐
NOTES			
	Developer is to clean out accumulated silt in detention pond at the end of construction when disturbed areas have been stabilized. Regular maintenance shall be the responsibility of the homeowner's association or the property owner.	☐	☐
	Add Note to plans: Contractor shall provide positive drainage away from all buildings.	☐	☐
	Add Note that water quality BMPs need to be installed at the time of final landscaping	☐	☐
	All lots/sites with 2-ft or greater will require a Compaction Certificate by a professional registered engineer prior to a building permit and or prior to footers being poured.	☐	☐
	A final As-Built lot survey required prior to issuance of Certificate of Occupancy.	☐	☐
	A final As-Built water quality certificate required prior to Certificate of Occupancy.	☐	☐

