



# Community Development Department

## Engineering Division

135 West Cherokee Avenue, Suite 124 Cartersville, GA 30120

Phone: 770-387-5067 Fax: 770-387-5644

### PERMIT APPLICATION

Project Name: \_\_\_\_\_ Zoning Classification: \_\_\_\_\_

Project Address: \_\_\_\_\_ Parcel ID: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Project Type: ( ) Commercial ( ) Residential ( ) Multi-Family ( ) Gov/Institution ( ) ROW Only ( ) S/F ( ) Other

Total Project Acres: \_\_\_\_\_ Disturbed Acres \_\_\_\_\_ Proposed Date of Construction: \_\_\_\_\_

Applicant: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Applicant Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_

Design Firm: \_\_\_\_\_ Firm Contact: \_\_\_\_\_

24 Hr Contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_

24 Hr Contact Cell #: \_\_\_\_\_ Fax Number: \_\_\_\_\_

**APPLICATION IS HEREBY MADE FOR :** (check all that apply)

- ( ) E&S INSPECTION PERMIT
- ( ) PLAN RESUBMITTAL (*submittal #:* \_\_\_\_\_)
- ( ) STORMWATER MANAGEMENT PERMIT
- ( ) DRIVEWAY PERMIT - RESIDENTIAL
- ( ) FLOODPLAIN DEVELOPMENT PERMIT
- ( ) DRIVEWAY PERMIT - NON-RESIDENTIAL
- ( ) LAND DISTURBANCE PERMIT

#### GENERAL REQUIREMENTS

- Applicant is responsible for submitting all applicable plans, reports and/or drawings
- Applicant is responsible for obtaining any additional permits required by GDOT and/or other government agencies (*environmental permits*).
- Applicant must maintain access to all mail boxes, sidewalks and driveways at all times
- Applicant must comply with work zone safety standards set forth in the current Manual on Uniform Traffic Control Devices (MUTCD) while performing work within public rights-of-way.
- Applicant must comply with Chapter 33 "Safeguards during Construction" of the 2000 International Building Code.
- The applicant for any Land-Disturbing Activity permit must be the property owner.
- Applicant shall obtain Department approval prior to development. Failure to do so may result in delays, enforcements and/or fines.
- Applicant shall protect, utilities, storm drains, streets, and other infrastructure from damage and shall be responsible for any repairs required as a result of any actions, omissions or negligence.
- Applicant indemnifies and holds harmless Bartow County Government and its officers, agents, and employees from all liability, loss cost and expenses, including attorney's fees, that may result from the applicant's failure to take all necessary precautions for preventing accidents, injuries and/or damage to property.
- Timbering Harvesting Notification must be filed prior to harvesting activity beginning.
- **Applicant must contact Inspector indicated below 24 hours prior to beginning work on project.**

**THIS APPLICATION IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND THE PROPOSED WORK WILL MEET ALL CODES AND ORDINANCES OF BARTOW COUNTY, GEORGIA**

**APPLICANT'S SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**FOR OFFICE USE ONLY below this line:**

APPLICATION FEE: \_\_\_\_\_ RECEIPT #: \_\_\_\_\_ RECEIVED BY: \_\_\_\_\_ APPLICATION DATE: \_\_\_\_\_

APPLICATION: ( ) APPROVED ( ) APPROVED WITH CONDITIONS ( ) DISAPPROVED

CONDITIONS: \_\_\_\_\_

\_\_\_\_\_  
DIRECTOR (OR DESIGNEE)

\_\_\_\_\_  
DATE

REVIEW/INSPECTION FEE: \_\_\_\_\_ PERMIT #: \_\_\_\_\_ RECEIVED BY: \_\_\_\_\_ ISSUE DATE: \_\_\_\_\_ INSPECTOR: \_\_\_\_\_

**PERMIT APPLICATION – SUPPLEMENTAL INFORMATION**

**FOR OFFICE USE ONLY**

**RESIDENTIAL EROSION AND SEDIMENTATION INSPECTION PERMIT APPLICATION**

Project Type: ( ) New Home ( ) Addition ( ) Mobile Home ( ) Other

Lot requires an RDP: ( ) Y ( ) N

Subdivision/Development (if applicable): \_\_\_\_\_ Lot Number: \_\_\_\_\_

State Waters Present? ( ) Y ( ) N Elevation Certificate Required? ( ) Y ( ) N (if yes, FFE = \_\_\_\_\_)

Lot is part of a larger common development: ( ) Y ( ) N

- if YES, requires NOI filed with EPD per NPDES requirements
- If NO, validate that lot contains sufficient buildable area outside of Flood Hazard Areas (FEMA and Bartow)
- If NO, and disturbance greater than 1 acres, requires NOI filed with EPD per NPDES requirements

**INSPECTION DATES:** Initial \_\_\_\_\_ Grading \_\_\_\_\_ Final \_\_\_\_\_

**Building Permit #:** \_\_\_\_\_ **Issuance Date:** \_\_\_\_\_

**STORMWATER MANAGEMENT PERMIT APPLICATION**

Design Professional GSWCC Certification #: \_\_\_\_\_ Total # of Detention Ponds: \_\_\_\_\_

- include five (5) copies of the Applicant’s Stormwater Management Plan
- three (3) copies of the Stormwater Management Study

**FLOODPLAIN DEVELOPMENT PERMIT APPLICATION**

SEE ADDITIONAL APPLICATION FOR PERMIT SPECIFIC INFORMATION

**LAND DISTURBANCE PERMIT APPLICATION**

Developer GSWCC Certification #: \_\_\_\_\_ Design Professional GSWCC Certification #: \_\_\_\_\_

Total # of Lots: \_\_\_\_\_ Total # of Detention Ponds: \_\_\_\_\_

- include five (5) copies of the Applicant’s Erosion and Sediment Control Plan
- three (3) copies of the Stormwater Management Study
- check list from GSWCC

**DRIVEWAY PERMIT APPLICATION**

Project Type: ( ) Residential ( ) Non-Residential ( ) Other \_\_\_\_\_ Pipe Size/Material: \_\_\_\_\_

Does proposed driveway location provide adequate site distance in both directions? ( ) Y ( ) N

Does property contain an existing driveway and/or pipe? ( ) Y ( ) N

- If yes Department will inspect existing d/w and pipe for proper sizing and installation prior to authorizing construction
- Any corrections deemed necessary to meet County specifications will be at the property owner’s expense

**INSPECTION DATES:** Initial \_\_\_\_\_ Final \_\_\_\_\_