



DEPARTMENT OF PUBLIC DEVELOPMENT

Environmental Compliance

Building Permit Application For Single-Family and Two-Family Residences Site Plan Requirements

Site plan shall be drawn to scale and include the following:

- Vicinity or location map
 - North arrow and scale of drawing
 - Property boundary with dimensions
 - Locations of proposed and existing structure on site
 - Distance of proposed structures to property lines and/or existing structures
 - Building set back locations and dimensions
 - Driveway location and/or Construction Exit.
 - Existing and proposed contours
 - All Best Management Practices that will be employed throughout the project
 - Location of State Waters on site and/or within 200 feet of the proposed construction area. State Waters include perennial or intermittent streams, lakes/ponds, and wetlands/marshes.
 - If "State Waters" are not located within 200 feet of the site then no further information is required to satisfy this site plan requirement.
 - If "State Waters" are located within 200 feet of the proposed construction a *Land Disturbing Activity Permit shall be obtained from the Department of Planning and Development Engineering Department unless one of the following applies:
 1. The construction is for a single-family residence conducted with the owner for their own occupancy.
 2. The construction is for a single-family residence that is not part of a platted subdivision or planned development.
- * See the Jackson County Erosion and Sedimentation Control Ordinance in the UDC for requirements.

Locations of FEMA identified Flood Hazard Zones; 100 year floodplain and floodway on site or adjacent to the site.

- If FEMA 100 year flood zones are located on or adjacent to the property, adequate topographic information must be provided to show that the proposed construction, including the placement of fill, is outside the identified flood hazard zone and that the lowest floor elevation, including basement, is elevated a minimum of 2 feet above the Base Flood Elevation. The locations of the 100-year flood zones, the limits of the construction activities, the Base Flood Elevation, and lowest floor elevation shall be shown on the site plan.
- If construction, including the placement of fill material, is proposed in a 100 year flood zone, adequate topographic and field survey information must be provided to accurately determine the limits of the 100 year flood zone, the Base Flood Elevation, and the volume of flood storage that will be displaced. The location of the 100-year flood zone, the limits of construction activities including fill compensations area, the Base Flood Elevation, and the lowest floor elevation shall be shown on the site plan. Prior to final building inspections and the issuance of a Certificate of Occupancy, a FEMA Elevation Certificate prepared by a Georgia Registered Engineer, Land Surveyor, or Architect must be provided to the Building Inspection Department. See Jackson County Flood Protection Ordinance within the UDC for requirements.