



# Plan Review Checklist

881 Senoia Rd.

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PROJ. ADDRESS: \_\_\_\_\_

**Information contained in the drawings and specifications shall be at least the following:**

## Site plan draw to scale showing:

- Actual Dimensions of Property
- Street Address
- Lot Number
- Property Lines
- Building Location(s)
- Number of Units
- Flood Plains
- Buffers
- Retaining Walls
- Setbacks
- Easements

**Please also include other information needed to determine if City Ordinances and building codes are being observed. The Building Official may require a boundary line survey prepared by a qualified surveyor.**

## If applicable, City will require:

- As built foundation drawings showing distance from the face of the finished wall to the property line; this is required if the proposed structure is within one(1) foot of any building setback, easement, buffer, or other site feature that restricts the structure's location
- Finish Floor Elevation certificates are required on any habitable structure built on a lot of record that includes or abuts any portion of a flood plain.

## 2 Copies of Building Plans including the following:

*Plans shall include legible details, drawings, & notes that sufficiently describe the work to be done and show building codes compliance.*

- Address
- Lot Number
- Homeowner's name/contact info
- Designer's Name(s)
- Designer's Contact Info
- Dimension, detailed floor plans that include deck footings and foundations as well as retaining walls as well as:
  - Footings
  - Concrete Walls
  - Slabs (w/ typical sectionals & elevations showing Residential Building Code Compliance)
- Elevation views of all sides of the structure
- Locations of electric meters & panels, water heaters, HVAC units, plumbing fixtures, cabinets, major appliances, etc. .
- One or more building sections showing typical structural details of the foundation, guard rails, hand rails, and attachment to the house.
- Engineered floor, roof, or other structural systems. These drawings must be signed and sealed by the Georgia Registered Design Professional in charge.
- Georgia Energy Code Compliance report.
- List of Plan Pages in Set
- Sq. Footage areas of each floor showing area of porches, decks, garages, basements etc.