



Environmental Compliance and Plan Review

140 Henry Parkway, McDonough, GA 30253

770-288-6064

HENRY COUNTY DEVELOPMENT PERMIT APPLICATION

Instructions: Please print clearly. Both sides of applications must be completed. (All applications must be accompanied by eleven (11) copies of the Site Plan and two (2) copies of the Hydrologic study if applicable.) All checks should be made payable to HENRY COUNTY.

PROJECT NAME: _____ PROJECT USE: C or R

PROJECT LOCATION: _____

OF ACRES: _____ # LOTS _____ DISTRICT: _____ LAND LOT: _____ ZONING _____

DEVELOPER: _____ BUSINESS LIC # _____ PHONE: _____

ADDRESS: _____
(NO. & STREET) (CITY) (STATE) (ZIP CODE)

PROPERTY OWNER: _____ PHONE #: _____

ADDRESS: _____
(NO. & STREET) (CITY) (STATE) (ZIP CODE)

ENGINEER OR ARCHITECT: _____ PHONE #: _____

ADDRESS: _____
(NO. & STREET) (CITY) (STATE) (ZIP CODE)

The applicant shall be responsible from the date of this application, or from the time of the beginning of the first work whichever shall be the earlier, for all injury or damage of any kind resulting from this work, whether for basic services or additional services, to 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 connecting with the performance of Development Permit or by conditions created thereby or arising out of or anyway connected with work performed under the Permit or for any and all claims or damages under the laws of the United States or of Georgia arising out of or in anyway 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 Subcontractor, or anyone directly or indirectly employed under the supervision of any of them.

I hereby certify that I have examined and understand all 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 Name: _____ Telephone #: _____

**ACKNOWLEDGEMENT OF INFORMATION FOR SUBMITTING
DEVELOPMENT PLAN TO HENRY COUNTY WATER AUTHORITY**

The Development Permit does not include water and/or sewer approval. This approval must be obtained separately.

One set of your Development Plans must be submitted to and approved by Henry County Water & Sewer Authority:

Tony Carnell, Lindy Farmer, or Gary Mayo
1695 S. R. 20 West
McDonough, Ga. 30253

I, _____, agree to submit one set of Development Plans directly to the Henry County Water Authority at the above address.

(Applicant)

(Date)

SEPTIC ACKNOWLEDGEMENT

The Development Permit does not include septic approval. This must be obtained separately from Henry County Environmental Health prior to our issuing the Development Permit. You must submit a Level 2 Soil Report for Residential projects and a Level 3 Soil Report for Commercial projects to Henry County Environmental Health for them to provide approval.

(Applicant)

(Date)

FIRST SUBMITTAL CHECKLIST
(Check those items applicable to your submittal)

PROJECT NAME: _____

DATE: _____

1. ___ Eleven (11) sets of civil drawings (unless submittal is a sanitary sewer extension OR a revision to an existing permit; Landscape Plan OR cell tower) – signed/stamped
2. ___ Two (2) Hydrological Studies – must be signed/stamped
3. ___ Application filled out and signed (2 pages)
4. ___ Plan Review Check (payable to Henry County – see schedule for fees)
5. ___ Copy of current Business License. The license can be for the General Contractor with classification in site developing OR the license can be for the developer as printed on plans submitted to EC&PR. The GC or the developer has to be licensed in the State of Georgia (not necessarily in Henry County). This license must be submitted to EC&PR prior to preconstruction meeting for the Land Disturbance Permit. Business Licenses can be obtained in Henry County by contacting Dottie or Eve at 770.288.8162.
6. ___ One (1) set to Henry County Water Authority. Any comments from HCWSA must be picked up in their Engineering Office (678.583.2438), Randy Crumbley, and then resubmitted directly to them.
7. ___ If your submittal requires a Septic Permit, application must be made with Henry County Environmental Health (770.288.6190). Once a Septic Permit is obtained, submit a copy to EC&PR. After copy of permit is received and project has been approved by EC&PR, a preconstruction meeting will be set up.
8. ___ If your submittal requires a GDOT permit, application must be made to Wesley Wilkerson (706.646.6681) at GDOT. Once all requirements are met with them and you have obtained a permit, EC&PR requires copies of both the permit and approved stamped plans.
9. ___ If your submittal is more than an acre (disturbed) you must present a copy of the NOI sent to the State (their portion of NPDES fees) at the preconstruction meeting.
10. ___ Copy of current tax receipt for current tax year. All property taxes should be paid prior to scheduling a preconstruction meeting.
11. ___ A release is required from HCWSA before a preconstruction meeting can be scheduled.
12. ___ Commercial projects require a RECORDED Maintenance Agreement as it relates to the Storm Water review. Failure to present this to Storm Water will result in a delay in your preconstruction meeting.
13. ___ Irrevocable Letters of Credit, Escrow Letter of Surety or Maintenance Bonds for Land Disturbance and (if applicable) Accel/Decel Lanes must be submitted before a preconstruction meeting can be scheduled. (This does not apply to projects within the City of Stockbridge.)

Please see Development Information Packet for all other requirements.

A PRECONSTRUCTION MEETING (IF APPLICABLE) WILL NOT BE SCHEDULED UNTIL ALL THE ABOVE, APPLICABLE TO YOUR PROJECT, HAVE BEEN MET. MEETINGS ARE CONDUCTED ON TUESDAYS AND THURSDAYS OF EACH WEEK.

I UNDERSTAND ALL OF THE ABOVE REQUIREMENTS:

SIGNED: _____ DATE: _____ PHONE: _____

Allow 10 business days from the date you submit to inquire about comments/redlines

EROSION CONTROL AFFIDAVIT

This affidavit must be submitted at time of development permit application.

Project Name: _____ Phase/Unit _____

Job Site Address: _____

Company Name: _____

City: _____ State: _____ Zip: _____

Company Phone: _____ Other Phone: _____

24 Hour Contact Person: _____ Phone/Pager: _____

My signature hereto signifies that I am the person responsible for compliance with the Soil Erosion and Sediment Control Ordinance. I hereby acknowledge that Best Management Practices (BMP's) must be used to control soil erosion on my job site which includes at a minimum, the following:

1. Installation and regular maintenance of silt barriers (i.e., silt fences, hay bales, etc.) in those areas where water exits the job site; and
2. Installation and regular maintenance of a stone (1.5" – 3.5") driveway, entrance/exit pad (20' wide x 50' deep x 6" thick) to minimize the tracking of mud into the street; and
3. Removal of mud from the street or adjacent property immediately following any such occurrence; and
4. Maintenance and removal of mud from detention ponds and sediment basins; and
5. Conduct no land disturbing activities within 50 feet of the banks of streams, lakes, wetlands, etc. (i.e., "state waters"); and
6. Provide temporary vegetation and/or mulch in exposed critical disturbed areas.

I hereby further acknowledge that The County Environmental Compliance & Plan Review Staff may refuse to make development inspections, may issue stop work orders, and may issue summons to appear in Magistrate Court for failure to comply with erosion control requirements.

Signature: _____ Date Signed: _____

Printed Name: _____ Title: _____