

## Residential Site Plan Check List

- Permit Application: **Signed and Completed**
- Contactor Affidavit: **Copy of Georgia State License**
- Letter of Intent
- North Arrow
- Scale (i.e.: 1" = 10')
- Parcel # / Address
- Parcel's Current Use (i.e.: residential, vacant, etc.)
- City of Cornelia Zoning Requirements
- Distance from Property Lines: All Sides, All Structures
- Parcel Dimensions: All Sides
- Soil type / Capacity
- Dimensions of Lot, including, but not limited to, Structures.  
**(Recorded Plat is Preferable)**
- Set-backs: Distance Between Structures & Lot Lines
- Building's Intended Use (i.e.: Residence, Utility, Commercial, etc.)
- Cross Street
- Easements (Drainage, Egress, Public Utilities, etc.)
- Elevation Changes
- Driveway and/or walkways (i.e.: Gravel / Concrete)
- Septic Location or Public Utility Lines
- Fences / Culverts

## Residential Building Check List

- Permit Application: **Signed and Completed**
- Contactor Affidavit: **Copy of Georgia State License**
- Letter of Intent
- Site Plan
- Plan per Scale (i.e.: 1" = 10')
- Parcel # / Address
- Current codes (i.e.: IRC 2006, City Ordinances, GA. Accessibility, etc.)
- Floor Plan: Including, but not limited to, Dimensions, Egress, Smoke detection, etc.
- Electrical Plans: Service location / Size, Arc Fault and G.F.C.I. Protection
- Ventilation
- Vapor Barrier
- Mechanical Plans: Unit size, combustible air calculations
- Roof and Framing Plans: Materials, Header Size, Point Loads
- Outside Elevations dimensions, materials
- Foundation Plan , Showing footing size, hold downs, point loads
- Deck / Stair / Railing / Head Room / Landing / Hangers / Hold-down's
- Energy Compliance: Residential Checklist; R-38 ceiling, R-19 floor, R-13 walls
- Egress / Lighting

**PLEASE NOTE THE FOLLOWING IMPORTANT INFORMATION: PLEASE NOTE THE FOLLOWING IMPORTANT INFORMATION:**

- ★ All of the above requirements are required by **GEORGIA STATE LAW!!**
- ★ All of the above requirements are for **YOUR PROTECTION!!**
- ★ Should you have **ANY** questions, please call Robert Gutowski at 706/894 - 3075

Snow Load = 10lbs. Wind Speed = 90mph Wind Exposure C Minimal live Roof loads 10 lbs per Sqft	Seismic Category = C Minimal frost Line = 12-inches Minimal footing size 1 cubic foot Minimal deck live load 40 lbs per Sqft
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