



## **New Residential Construction Checklist for Non Site Plan Required Lots**

For the submission of an application for new residential construction not requiring a site plan, the following items must be provided:

1. A completed application and a fee of **\$250.00**
2. A lot sketch or house location plan to include the following:
  - Sketch must be a minimum of 1" = 40' scale or larger (1" = 30' or 1" = 20")
  - Lot dimension must be shown
  - Proposed front building line and one side building line distance must be identified to scale
  - Scaled dimension of building showing correct location on sketch
  - The street or road name and location must be identified
  - Locations of existing or proposed wells, spring heads, or bodies of water within 100 feet of property lines
  - Scaled location of driveway, patio, deck, sidewalk, shed, any other structures or any other paved areas
  - Location of underground utilities existing or proposed
  - Location of plumbing stub-out and at what elevation of structure
3. **A level three soil report** will be required for the review of the application. If an approved subdivision plat with level three soils is on record with this department, it may be utilized.
4. If the subdivision does not have an approved level three soil report on file or the lot is an individual lot, an original stamped level three soil report from a certified soil classifier recognized by the State of Georgia Environmental Health Office. A list of approved soil classifiers can be located at: <http://dph.georgia.gov/wastewater-management>
5. A copy of the floor plan for all elevation of the house. All rooms must be labeled. This does not have to be to scale.

Please be advised that after review of the submitted information it may be determined that the lot will require an engineered site plan. You will be notified and additional information will be given to you regarding engineered site plan requirements. This occurs rarely, however review cannot continue until the site plan is submitted.

Please allow our office 10 working days to review the plans and site and contact you if any questions arise.

# WEBSITES

STATE WEBSITE—[WWW.GEORGIAEH.US](http://WWW.GEORGIAEH.US)

## SEPTIC SYSTEM INFORMATION

- CERTIFIED LIST
- YOU WILL FIND LIST FOR SEPTIC TANK PUMPERS, SEPTIC TANK INSTALLERS, AND SOIL CLASSIFIERS PLUS OTHER INFORMATION ON SEPTIC TANKS.

GWINNETT, NEWTON AND ROCKDALE WEBSITE—  
[WWW.GNRHEALTH.COM](http://WWW.GNRHEALTH.COM)

- CLICK ON SERVICES
- UNDER SERVICES – CLICK ENVIRONMENTAL HEALTH SERVICES
- ALL SERVICES FOR ENVIRONMENTAL HEALTH LISTED – CLICK THE ONE YOU NEED

## SMOKE FREE RULES

[WWW.DHS.GEORGIA.GOV](http://WWW.DHS.GEORGIA.GOV)